

How to make a Payment

May 25, 2022

This guide will show you the step-by-step process of making a payment for your Registration.

On the **Registration History** tab of your **Family Account** page, click the **Make Payment** link:

Ben Lippen Athletics

Family Account

Welcome Mary Matthews

Mary Matthews

Registration History | Family Member Info | Important Dates | Account Settings

Register

Fee Rate : Regular Pay

#	Date	Activity	Student	Final Clearance	Gr	Reg. Form	Physical Date	Fee	Recp't	Status
School Year 2021-2022										
2587-0522	5/16/2022	Soccer Co-Ed - June 27-30, 9am - 12pm (5th-8th grade)	Matthews, Gerbert	Yes	8	View	Add	\$125.00		Make Payment

1. Click on the Make Payment link

AR Checkout Page

FAMILY ACCOUNT LOGIN

You are logged-in as *marymatt* in this form.

Click the Next button below to complete the registration

REGISTRATION PAYMENT DETAIL

Item Name	Fee	Total Cost
Matthews, Gerbert Matthews, Mary	\$125.00	\$125.00
Total Activity Fee:		\$125.00
Total Amount Due:		\$125.00
Total Pay Amount:		\$125.00

SECURE FEE PAYMENT

Credit Card

Activity Fees:	Soccer Co-Ed - June 27-30, 9am - 12pm (5th-8th grade)	\$125.00
Total Discounts:		-\$0.00
Pay by COA:		-\$0.00
Total Fee:		\$125.00

2. Fill this in with your information

Cardholder's First Name *
Mary

Cardholder's Last Name *
Matthews

Email *
marymatthews0204@gmail.com

Address *
1340 Town Centre Drive

City *
Mc Cormick

Country *
United States of America

State *
South Carolina





Zip *
29835

3. Click Next to proceed

<< Previous Next >>

Enter your Credit Card information on this page and then click on the **Submit** button.

Payment Processing Form

DESCRIPTION Payment for Soccer Co-Ed - June 27-30, 9am - 12pm (5th-8th grade) 125.00	PAYMENT INFORMATION Accepted:     Card Number:* <input type="text"/> Expiration Date:* <input type="text"/> <input type="text"/> CVV2:* <input type="text"/> <input type="checkbox"/> Save my payment information
CONTACT INFORMATION First Name:* <input type="text" value="Mary"/> Last Name:* <input type="text" value="Matthews"/>	BILLING INFORMATION Address 1:* <input type="text" value="1340 Town Centre Drive"/> City:* <input type="text" value="Mc Cormick"/> State:* <input type="text" value="South Carolina"/> Zip:* <input type="text" value="29835"/>
ADDITIONAL INFORMATION Order ID:* <input type="text" value="AR-2577-1652692228"/>	

Submit

4. Add your Credit Card information


5. Click here to confirm your Payment

The registration status shows as **Paid** after making the payment.

Mary Matthews Welcome Mary Matthews

[Registration History](#) [Family Member Info](#) [Important Dates](#) [Account Settings](#) [Logout](#)

[Register](#) Fee Rate : Regular Pay

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Click on the **View** link to open and print your receipt