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**Fwd: MetroConf Recurring Payment Instructions**

1 message

**Powertunnel Communications** <support@powertunnel.com>

Tue, Aug 11, 2015 at 12:08 PM

Reply-To: support@powertunnel.com

To: "support@powertunnel.com" &lt;support@powertunnel.com&gt;

## MetroConf Conferencing for Kingdom Halls

### Automatic Payments

**Step 1: Create a PayPal account at [paypal.com](http://paypal.com)** (this is a secure payment portal used by many businesses)

**Sign up for PayPal, it's free.**

Choose from 2 types of accounts:

**Personal**

Pay securely at millions of stores, send money instantly to anyone, and sell to millions of buyers around the globe.

**Business**

Accept all major cards online. Send secure invoices to your customers.

**Continue**

**Step 2: Use your email address (if not already with PayPal) and choose a password**

# Sign up for PayPal, it's free.

## Personal


Pay securely at millions of stores, send money instantly to anyone, and sell to millions of buyers around the globe.

United States

Email

Create your password

Confirm your password



Code

⏪ ⏩

Continue

Step 3: Fill out the information below.

John

Smith

40 Leopold Street

New York

NY ▼ 10007


Mobile ▼ (646) 389-3490


I have read and agree to PayPal's **User Agreement**, **Privacy Policy** and **Electronic Communications Delivery Policy**. I am authorized to add the phone number entered above and understand PayPal may contact me with automated calls and texts as described in the above agreements.

**Agree and Create Account**

Step 4: If you want to link your bank account, click "I'd rather link my bank first"

Debit Credit

Debit card number 

Expiration date CSC 

Billing Address

Street address

City

State ▼ ZIP code

**Link Card**

**I'd rather link my bank first**

Step 5: If you want to apply for PayPal credit, you may do so here, otherwise click "No thanks"

### Apply for PayPal Credit

PayPal Credit is subject to credit approval. For credit verification purposes, please provide your date of birth and the last 4 digits of your SSN.

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**John Smith**  
ceo@powertunnel.com

Date of birth Social security #

MM	DD	YYYY	Last 4
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**Billing Address** [Edit](#)

PO Boxes are not allowed.

Phone number

By clicking Agree & Continue, I have read the [E-Sign Consent](#) and I agree to have the Terms & Conditions presented electronically.

[Agree & Apply](#)

[No thanks](#)

Step

Step 6: Log into your newly created PayPal account and link a bank account.

PayPal Summary Activity **Send & Request** Wallet Shop

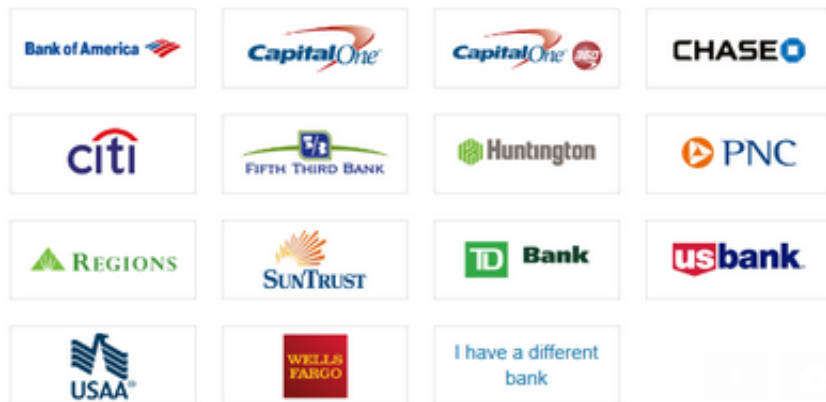
PayPal balance >  
**\$0.00**  
Available  
Currencies  
\$0.00  
[Add money](#) | [Withdraw money](#)

**Bank accounts**  
+  
Link a bank account

**Credit and Visa Debit cards**  
+  
Link a card


Step 7: Choose your banking institution.

### Select your bank




Step 6: In this example we will use TD Bank. If you do not have Online Banking for your maintenance account click the link below which says "Use my bank account numbers instead"

### Use your TD Bank login to link your bank

**TD Bank** 

[Choose a different bank](#)

 It's safe to share this information. PayPal doesn't save it.

Description (Optional)  
For your online TD Bank account

Username or Access Card (no spaces)  
For your online TD Bank account

Password  
For your online TD Bank account

By clicking Continue, I agree to the [terms and conditions](#) for linking my bank account.

[Use my bank account numbers instead](#)

Step 8: Fill out the details below based on the bottom of one of your checks. You need the routing number, and account. Usually there are a few extra numbers at the end of the bottom line of the check.. Do not include these. Only the account number (you should verify the exact length of the account number with your bank).

## Link bank account

Join 30+ million people who can send money for free in some cases, and easily transfer money between their PayPal and bank accounts.

Checking Savings

PAY TO THE ORDER OF

222222222 22222222 001

Routing number Account number

By continuing, you agree to let PayPal send and retrieve 2 small deposits.

This bank account may be used as your default payment method. To learn how to change your preferences, view [PayPal policies](#) and your payment method rights.

Step 9: Click "Confirm in 2-3 Days"

# Confirm Your Bank Account

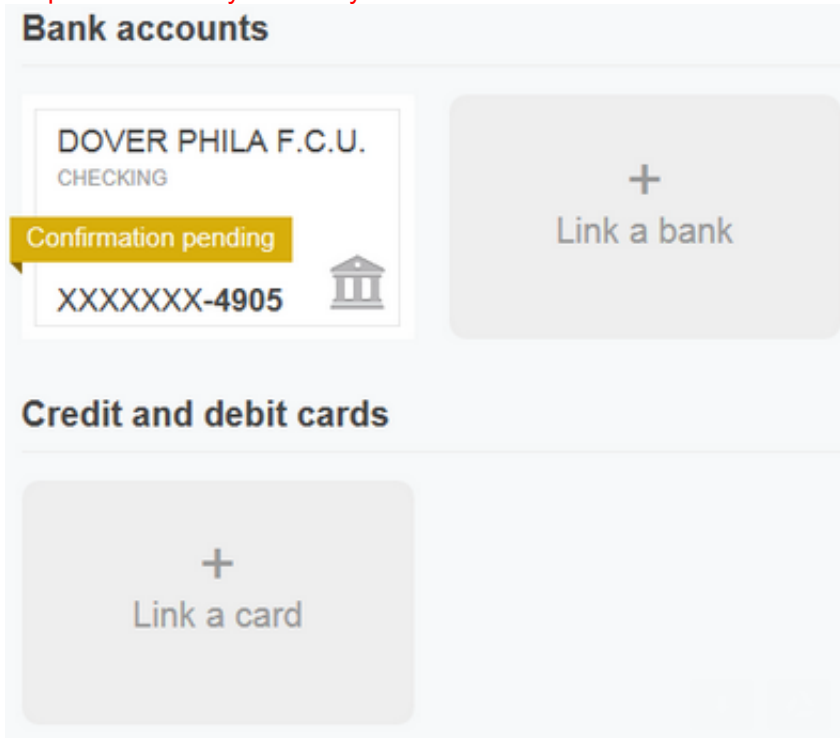
Please confirm that you own this bank account.

PayPal sends 2 small deposits (each between \$0.01 and \$0.99) into your bank account. We'll retrieve these deposits from your account later. You'll need to:

- 1) Check your bank account in 2-3 working days for the exact amounts.
- 2) Log in to your PayPal account.
- 3) Go to your Wallet, and confirm the bank account by entering the 2 deposit amounts.



Step 10: In 2-3 days check your bank statement or transactions and click "Confirmation pending"



Step 11: Two deposits should have been made to your account. Enter the deposit values and click "Confirm"

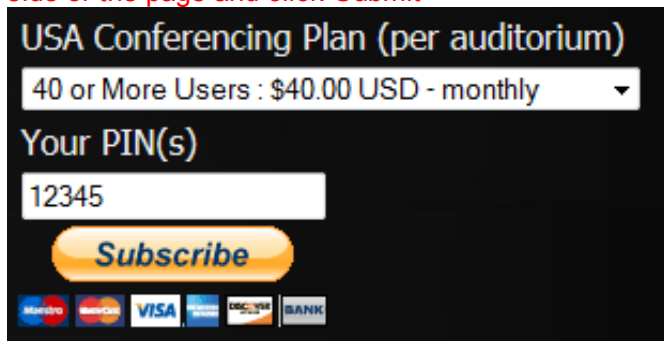
# Confirm Bank

Please confirm that you own this bank account. We're sending 2 small deposits to your bank account. In a couple days, you can enter them below.

**Confirm**

[Remove Bank](#)

Step 12: Return to the website at [metroconf.powertunnel.com](http://metroconf.powertunnel.com) and fill out your subscription information on the left side of the page and click Submit



Step 13: You will be redirected back to the PayPal website where you can complete the registration. Click "I already have a PayPal account" and log in with your email address and password. Once you complete the subscription registration, your PayPal account (and therefore your linked bank account or credit card) will be automatically debited every month.

## Powertunnel Communications

**Billing Information**

\* Required

Description	Terms	Amount
MetroConf Conferencing USA Conferencing Plan: 40 or More Users Your PIN(s): 12345	\$40.00 USD for each month	\$40.00 USD

**Choose a Payment Method**

You need a PayPal account for this purchase.

I already have a PayPal account.

Email:

Password:

[Forgot your email address or password?](#)

I need to create a PayPal account (where available). [Learn more](#)

[Cancel and Return to Powertunnel Communications](#)



