

Directions for PayPal

Step 1:

- Go to www.paypal.com (or click link from our webpage).

If you already have a PayPal account jump to Step 3.

Step 2: Sign up for a PayPal account.

- There will be a block at the top of the first screen that says Member Log-In and Join PayPal today.
- Click “Sign Up Now!”
- Click the radio button for Personal Account. Click “Continue”.
- Complete the information on the next page. Click “Sign Up”

Step 3: Login to your PayPal account.

- Enter your email address and password. Click “Log In”.

Step 4: Click on the tab that says “Send Money” at the top of the page.

Step 5: In the box “Recipients Email” enter Pre-Check’s email address

- Pre-Check’s email address: info@pre-check.com

Step 5: In the box “Amount” enter \$39.00

Step 6: In the box “Category of Purchase” find “Service”

Step 7: In the box “Email Subject (optional)” enter “CBC UTDB”

Step 8: In the box “Notes (optional)” type your name and birth date.

Step 9: Click “Continue” and follow the remaining directions.