

157 MEB 2017 Conference Payment Instructions (Osthoff Resort)

PayPal

*****VERY IMPORTANT PAYPAL INSTRUCTIONS:*****

Please only pay with your bank account (NOT credit card) and select only "PERSONAL" payment or send money to "FRIENDS OR FAMILY." We will be charged fees if payments are processed as "Goods or Services." If money is sent as "GOODS OR SERVICES" I will process a refund and request you re-send your payment to "Friends or Family." The PayPal account is currently under MAJ Krista Schuster's name in order to avoid service fees, for formality only. This account is for 157 MEB official purpose and has no financial link to MAJ Schuster, The bank account linked to the PayPal account is the 157th MEB Staff Fund account.

Existing PayPal Account Holders:

- 1) Navigate to <https://www.paypal.me/hhc157>
- 2) Enter amount based on Event spots reserved
- 3) Log into your PayPal account
- 4) **Enter your Name, Rank, and Events for which are paying** in "Write a note"
- 5) Click "Send Money Now"

If you do not have a PayPal account and wish to pay your dues via PayPal, create one- It's easy, fast, free, and secure:

- 1) Navigate to <https://www.paypal.com/signup/account>
- 2) Follow instructions (personal account)
- 3) Have your bank account and routing numbers available
- 4) For faster account verification, have your online bank account login information available

Cash or Check

- 1) Checks made payable to "**157th MEB Staff Fund**"
- 2) Give checks to CPT Allen or LTC Sherrod
- 3) Mail checks to:

157th MANEUVER ENHANCEMENT BRIGADE
ATTN: CPT Kris Allen or LTC Steve Sherrod
4108 NORTH RICHARDS STREET
MILWAUKEE, WISCONSIN 53212-1055