



WALRAA

ONLINE MEMBERSHIP PAYMENT PROCESSING GUIDE



RENEWING YOUR MEMBERSHIP

- In your personal profile membership details click on “Renew to Tue. January 01, 2019”

Membership status **Active**

Member since Wed, January 27, 2016

Renewal due on Mon, January 01, 2018




Renew to Tue, January 01, 2019

ONLINE PAYMENT PROCESSING

- Make any necessary updates to your personal information
- Be sure to include your profile photo
- Click on “Pay online” when processing the renewal

Membership renewal

 **Review and confirm**


Renew to Tue, January 01, 2019
Law Firm - \$125.00 (USD)
Subscription period: 1 year, on: January 1st
No recurring payments

Current status Active

Total amount **\$125.00 (USD)**

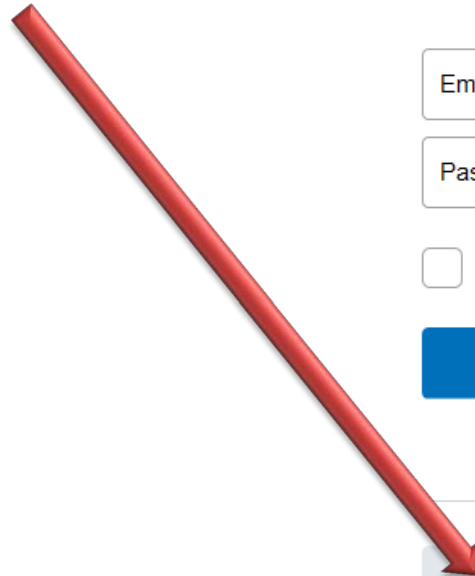
Payment instructions Please submit prompt payment via the online payment option.


[Cancel](#) [Back](#) [Invoice me](#) [Pay online](#)



PAYMENT OPTIONS

- Payment can be made via
 - Debit/Credit Card
 - OR
 - PayPal account



 **PayPal**

Pay with PayPal

Email

Password

Stay logged in for faster checkout [?](#)

Log In

[Having trouble logging in?](#)

or

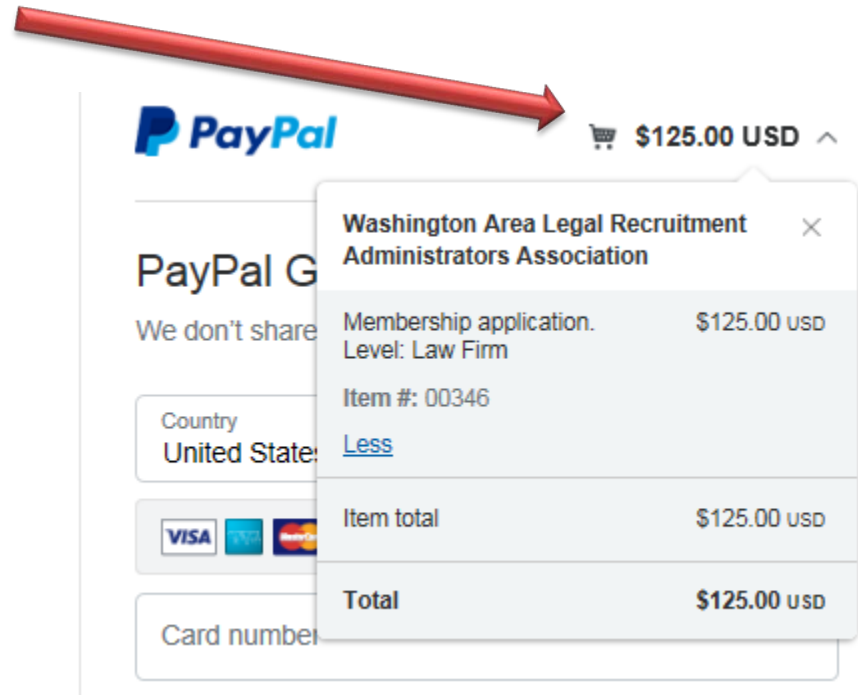
Pay with Debit or Credit Card

[Cancel and return to Washington Area Legal Recruitment Administrators Association](#)

[English](#) | [Français](#) | [Español](#) | [中文](#)

DETAILS

- An invoice snapshot is available for your review
 - A full invoice will be available on the WALRAA website



The screenshot shows a PayPal checkout page. A red arrow points from the text 'An invoice snapshot is available for your review' to the shopping cart icon in the top right corner, which displays '\$125.00 USD'. Below the cart icon, a dropdown menu is open, showing the following details:



Washington Area Legal Recruitment Administrators Association	
Membership application. Level: Law Firm	\$125.00 USD
Item #: 00346	
Less	
Item total	\$125.00 USD
Total	\$125.00 USD

The background of the checkout page includes the PayPal logo, the text 'PayPal G', 'We don't share', 'Country United States', and 'Card number'.

CHECKOUT


- Enter Debit/Credit card info to process your payment



 \$125.00 USD 

PayPal Guest Checkout

We don't share your financial details with the merchant.

Country
United States 



Card number

Expires

CSC 

First name
TEST

Last name
TEST

Billing address

Street address

Apt., ste., bldg.


City

State 

ZIP code

Ship to my billing address

Contact Information

Phone type
Mobile 

Phone number

Email 

Pay Now

PAY NOW

- Online payment method is now available
 - Preferred way to process renewals and new memberships
 - Individual payments per member are required
 - Bulk credit card payments are NOT available

IN-PERSON PAYMENT

- In-person payment processing via PayPal Here is available
- A credit card payment can be made at the check-in desk at our January meeting

