

Credit Card Processing for Counties

In consultation with UK Merchant Card Service, it has been determined that Paypal is an acceptable credit card processing solution for all counties. PayPal is PCIDSS compliant and offers mobile payment options for accepting credit and debit card payments.

Some examples include:

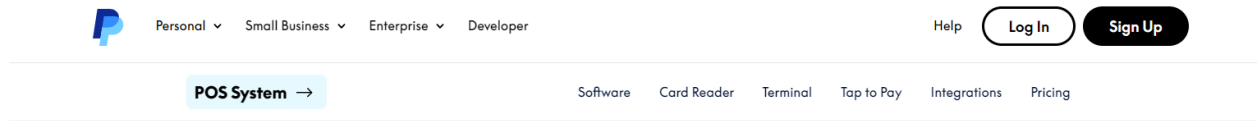
- 4H Teen Conference
- 4H Teen Summit
- 4-H Camp
- Program Fees
- Root Stock Reimbursements
- Volunteer Forums
- Soil Sample Fees
- Vet Diagnostic Sample Fees
- Homemaker Dues
- Other

Guidelines for the use of PayPal will include the following:

- Mobile payments can be accepted via county owned tablet device and PayPal card reader (there are several options).
- UK employees are not permitted to manually enter credit card information into a mobile device
- UK employees are not permitted to manually enter credit card information into an internet webpage
- Each entity (4-H Council, Homemaker Council...) would be required to create their own unique PayPal Account.
- Required receipt for payment must be provided to clientele at time of payment (electronic).
- Duplicate paper receipt may be required for some transactions (consult District Director and Director of County Operations for more information).
- Other guidelines as designated by UK Treasury Office

1. Sign up for an account at

<https://www.paypal.com/us/business/pos-system>



POS system

The point of sale that puts you in charge.

Mix it. Match it. Upgrade it at any time. Our point-of-sale system has the building blocks you need to sell in store or on the go.

Sign Up

Contact Sales

Talk to an account specialist to get started, [1-855-456-1330](tel:1-855-456-1330).

2. Create a new account



Get started with Zettle

 Log in with PayPal

Don't have a PayPal account? [Sign Up](#)

3. Complete the account creation process by answering a few questions (remember that each entity will need their own account)



Let's create your account

Whether you're a business, nonprofit, or a casual seller, you're in the right place.

- ✓ Enter between 8 to 20 characters
- ✓ Use upper and lowercase letters
- ✓ Enter at least 1 number or 1 symbol (such as !@#\$%^)

You've read [PayPal's User Agreement](#), [Privacy Statement](#) and [E-Sign Disclosure](#), and **you consent** to receive all communications electronically.

By completing this step, you confirm that you've read and agree to [PayPal Zettle Terms and Conditions](#).

[Agree and Create Account](#)

Already have an account? [Log in](#)

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[Privacy Statement](#) | [Legal agreements](#) | [Help](#) | [Contact](#)

Some questions may look like below:

Before we start, which describes you best?

This helps you get the right tax forms later.



Individual

You're a sole proprietor, single-owner LLC, or you sell on the side.



Company

For example, a multi-member LLC, corporation or government organization.

What type of business is this?

Business type
Government entity



Nonprofit

These include registered charities and other nonprofit organizations.


Next

Note: this is an old screenshot – unable to get to this window currently

Tell us about your business

Create PayPal login [I already have an account](#)

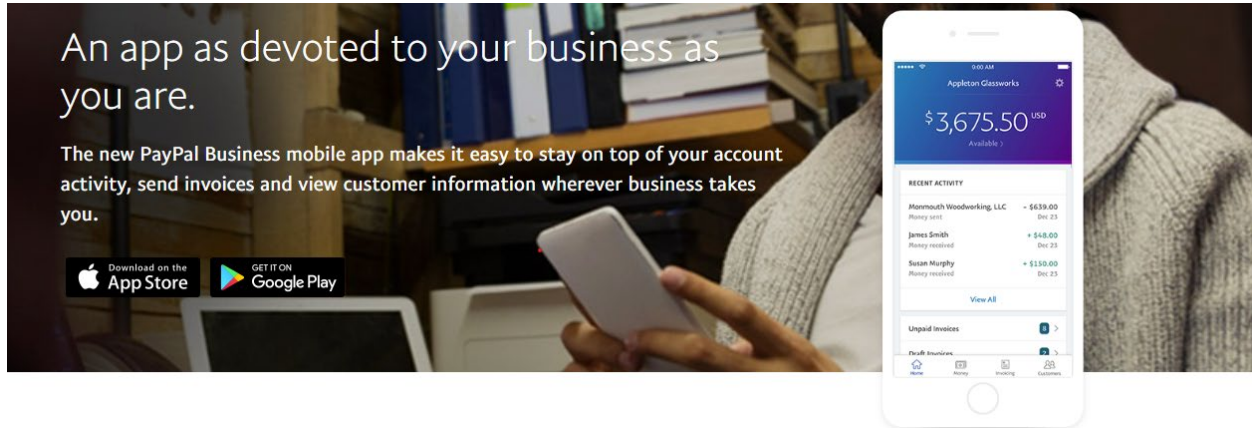
About Your Business

Your business address will be on your receipts.

We may contact you with automated account related calls and texts per our [User Agreement](#) and [Privacy Policy](#). If you provide your mobile number, you confirm that you are authorized to add this number and give us permission to contact you about your PayPal branded accounts using automated calls or texts to: service your accounts, investigate fraud, or collect a debt, but not for telemarketing. If you don't want to receive automated calls or texts, you can change your preferences in your account settings at any time.


4. Download the free PayPal Business App on your dedicated office tablet device via Google Play or Apple Store



5. Choose which card reader you would like to purchase (Zettle Reader 2 is currently the cheapest (needs charging dock as well)).

PayPal Shop Categories ▾ Go to PayPal.com 📄 🛒 0 Login

🚫 Eligible for a Reader 2 discount?¹ Business details added?² [Log in](#) to check. No account yet? [Sign up](#)



Take card payments in store or on the move - just pair with the Zettle app

Payments made easy

- Quick setup - done in minutes
- Connects via Bluetooth
- Up to 8-hour battery life (constant charge with Zettle Dock 2)

Make a sale in seconds

- Time to power up – around 2 seconds
- Contactless payments – around 5 seconds
- Card payments – around 10 seconds

Pair with the Zettle app

Use the reader with the app to accept card and contactless payments. Build your product library and track inventory while you're at it.

Zettle Reader 2

From \$79 excl. tax

Color

White

Black

Add accessories

Zettle Dock 2* ~~\$49~~ \$29

Locks Zettle Reader 2 into place and charges in-dock all day long

Add to Cart – \$79

\$86.90 incl. tax

Free shipping

Free support

30 days returns

If you're not satisfied within the first 30 days, return your hardware for a full refund

6. When it arrives you will be ready to accept credit and debit card payments in a low cost, safe and reliable manner.

7. You can also set up a [QR payment](#) option or a contactless payment via [phones](#).

Pricing is as follows:

Standard rate for receiving domestic transactions

Payment Type	Rate
Alternative Payment Method (APM)	APM Transaction Rates Apply
PayPal Checkout	3.49% + fixed fee
PayPal Guest Checkout	3.49% + fixed fee
QR code Transactions	2.29% + fixed fee
QR code Transactions through third party integrator	2.29% + 0.09 USD
Pay with Venmo	3.49% + fixed fee
Send/Receive Money for Goods and Services	2.99%
Standard Credit and Debit Card Payments	2.99% + fixed fee
All Other Commercial Transactions	3.49% + fixed fee