


## Episcopal Diocese of West Texas 2012 Online Registration Instructions

 **Secure Payment For Registration** (Note the lock indicating it is safe to enter your information.)


Registration has four steps:



On the third step you will see **THREE** payment options.


### Payment Options

Pay using a credit card




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Pay using a checking account



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Make payment later



**Total: \$180.00**

**Make Payment >>**

**Option 1 - Pay using a credit card** In addition to the standard VISA and Mastercard credit cards, you can use a Discover credit card, American Express credit card, or a VISA/Mastercard debit card by clicking the radio button and following the instructions.

**Option 2 - Pay using a checking account** - Click this radio button to automatically DEBIT your checking account. The system will capture the checking account information such as name on account, bank routing number and checking account number. Although the check number is requested it will not be identified as such in your bank account. Instead the charge will appear as a debit. No need to mail anything to us, as your registration is now complete.

[Option 2 has been made available for those churches that do not have a "company" credit card available or for individuals preferring not to use a credit card.]

**Option 3 – Make payment later** - Click this radio button if you will be mailing in a check. No additional information is needed. Simply click **"Make Payment>>."** Be sure to print the Registration Receipt from Step 4 to include with your payment. It is NOT necessary to contact staff unless you have a question.

Mail to:

**St. John's Episcopal Church**  
**ATTN: Registration, Diocesan Council 2012**  
**2500 N 10<sup>th</sup> St**  
**McAllen, TX 78501**

If you have further questions e-mail Host Church Registration Chair Renee Hinojosa at [rshinjo@aol.com](mailto:rshinjo@aol.com), or e-mail [leslie.mixson@dwtx.org](mailto:leslie.mixson@dwtx.org), phone (888 or 210) 824-5387.