

## PayPal Instructions

### Credit Card (or bank account) using PayPal

- Process for using PayPal:
  - » First, set up a personal PayPal account at <http://www.paypal.com>, and link it to your credit card or bank account.
  - » Under the “**Send Money**” tab, make payment by sending payment from your account to the following email address: [payments@tunaconference.org](mailto:payments@tunaconference.org). (You can use PayPal to send money to any e-mail address.)
  - » Enter the amount in U.S. dollars.
  - » Click the “**Personal**” tab below and check “**other**”.
  - » Continue to the next page and check “**I will pay**”. If you do not select this option, you will need to calculate the charges using the fee system below.

**NOTE:** If paying by PayPal, please include an additional amount of 3.9% + \$0.30 USD for transactions made from outside the United States (international transactions) or 2.9% + \$0.30 USD for transactions made within the United States (domestic transactions) to cover the PayPal transaction fees.

- Example calculation for Shared Room:
  - » First, compute registration fee and room costs per night:  
 $(\text{Registration Fee}) + [(\text{Shared Room per night}) \times (\text{number of nights})] = \$85.00 + [\$190.00 \times 3] = \$655$
  - » Assuming International Transaction, add 3.9% and add \$0.30 USD and round up to nearest dollar:  
 $(\$655 \times 1.039) + \$0.30 = \$681$
  - » Assuming Domestic Transaction, add 2.9% and add \$0.30 USD and round up to nearest dollar:  
 $(\$655 \times 1.029) + \$0.30 = \$674$
- Example calculation for Private Room:
  - » First, compute registration fee and room costs per night:  
 $(\text{Registration Fee}) + [(\text{Shared Room per night}) \times (\text{number of nights})] = \$85.00 + [\$220.00 \times 3] = \$745$
  - » Assuming International Transaction, add 3.9% and add \$0.30 USD and round up to nearest dollar:  
 $(\$745 \times 1.039) + \$0.30 = \$774$
  - » Assuming Domestic Transaction, add 2.9% and add \$0.30 USD and round up to nearest dollar:  
 $(\$745 \times 1.029) + \$0.30 = \$767$