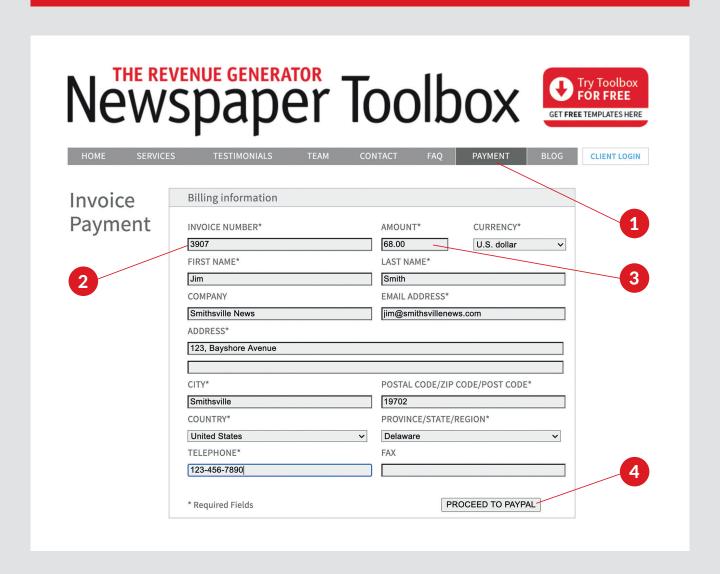
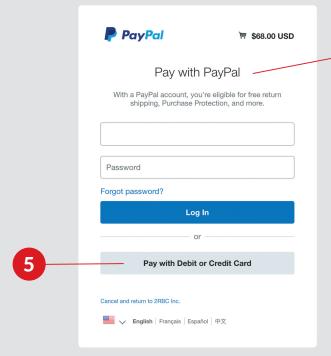
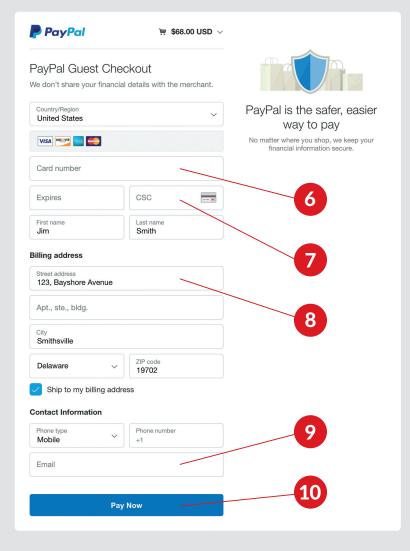
You DON'T need a PayPal account to pay for Newspaper Toolbox!

HERE ARE STEP-BY-STEP INSTRUCTIONS
FOR SETTLING YOUR ACCOUNT USING A CREDIT OR DEBIT CARD



- **1.** Go to newspapertoolbox.com, then click on the PAYMENT tab on the top right side of the website, or use the URL newspapertoolbox.com/Payment.aspx
- **2.** Enter the invoice number
- 3. Enter the dollar amount without the dollar symbol
- **4.** At the bottom of the screen, click on PROCEED TO PAYPAL





This is the page that will pop up.

To complete your payment, do the following:

- **5.** Click on the PAY WITH DEBIT OR CREDIT CARD button at the bottom of the page
- **6.** Enter your credit or debit card number
- Enter the CSC or CVV (the three-digit code located on the back of your debit or credit card)
- **8.** Complete the remainder of the form
- **9.** Enter your email address to receive confirmation that your payment was processed
- **10.** Click on the blue PAY NOW button

Newspaper Toolbox