HOW TO MAKE A PAYMENT TO IHA

- 1. Launch the Venmo app from the home screen on your iPhone or Android phone.
- 2. Tap the blue "Pay or Request" icon. This is where you can send and request money.
- **3.** Next, you can scan the QR code below, or search by typing "@IndianHillsAssociation" (no spaces).

The Treasurer

@IndianHillsAssociation

4. Enter the amount you want to send.

- **5.** Next, write a brief description of what the payment is for. You can also alter who can see the payment by tapping the icon near the bottom of the page that reads "Friends," "Public," or "Private."
- 6. Once you've filled out the payment amount and memo, select "Pay."
- **7.** For the final step, you can specify how you'd like to pay choose between the credit and debit cards or bank accounts linked to your Venmo.
- **8.** If everything looks good, tap "Pay" at the bottom of the page. You will then receive a confirmation email and the transaction will appear on your Venmo profile page, and in your feed.

Please note: If you make a payment using a credit card, Venmo adds a 3% fee (which is the fee from the credit card company being passed on to you). You can avoid the 3% fee by only sending money from your Venmo balance, bank account, or debit card. As long as you're not using a credit card directly, Venmo does not charge a fee to send money.