



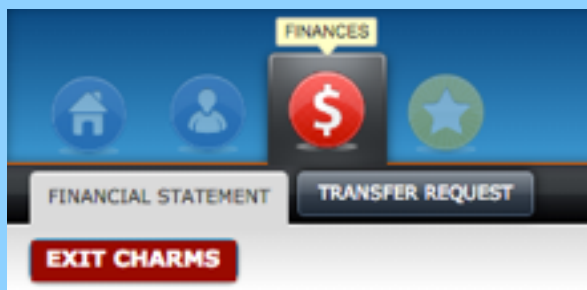
Online Payments Instructions Charms Database

<https://www.charmsoffice.com/charms/plogin.asp>

1. Login as PARENT/STUDENTS/MEMBER
School code is: scogginsband

2. Enter your child's student ID
(also their lunch code)

3. Click "Finances" in the top left



3a. Don't click "Make Miscellaneous Payment!"

4. a. Check the "PayPal" box next to each item you would like to pay
b. Then click "Pay Fixed Payments"

Paid Date	Item	Amt.	Paid By	Dep. Num
not paid	-- Optional -- Advanced Band T-shirt	15.00	<input type="checkbox"/> PayPal	
not paid	-- Optional -- Main Event Party Sept 11 2015	21.00	<input type="checkbox"/> PayPal	
not paid	General Band Fees	45.00	<input type="checkbox"/> PayPal	

5. Proceed through the PayPal payment system. After your transaction is complete, you will be redirected to the Charms website in order to log out.

Please note, you do not need a PayPal account to make online payments in Charms. You can simply make the payment as a PayPal guest.