

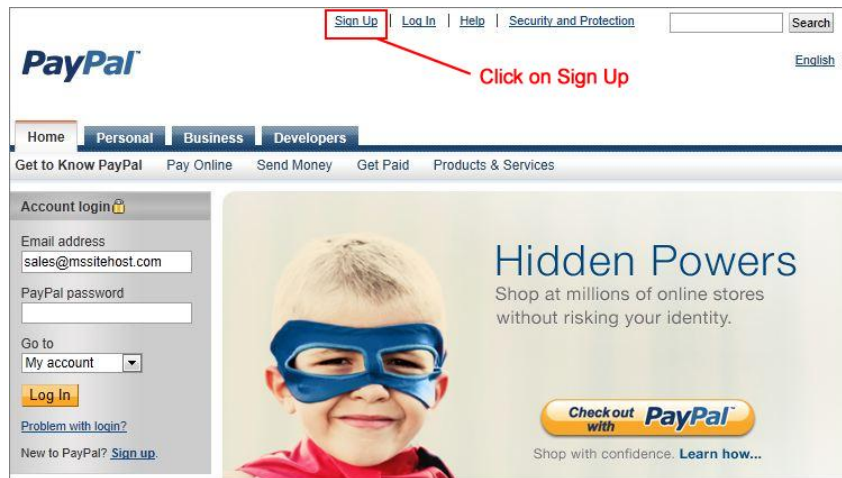
Setting Up Your PayPal Account for Element:



Setting up your PayPal Website Payments Standard or Website Payments Pro account is easy. Open a web browser and go to www.paypal.com.

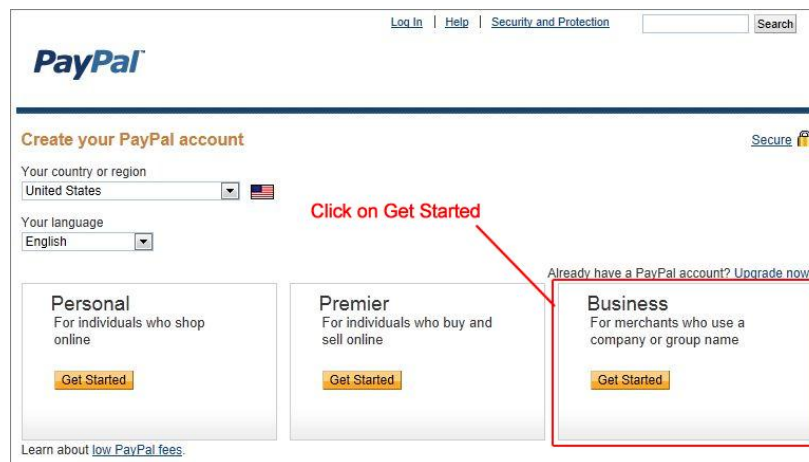
Step One:

On PayPal's home page, click on the [Sign Up] link at the top of the page.



Step Two:

Click on the [Get Started] button under the Business section.



Step Three:

From here you can select which Website Payments account type you desire. The Standard account has no monthly fees has a \$2,000.00 USD limit per transaction. The Pro account has a \$30.00 per month fee but allows for transactions larger than \$2,000.00 USD. Click the [Select This] button of your choice.

PayPal

Log In | Help | Security and P

Create a Business Account > Choose a Product

Choose the payment product below that best suits your need. Don't worry, you can change or add products later if needed.

To Accept Credit Cards on a Website:		To Accept Payments by Email, Phone or Fax:	
Website Payments Standard Accept credit cards on your website - quick & easy. Learn More Select This NO monthly fees or contract.	Website Payments Pro Accept credit cards on your website - advanced API solution. Learn More Select This \$30 monthly fee, no contract.	Online Invoicing Get paid faster: email invoices with an online payment button. Learn More Select This NO monthly fees or contract.	Virtual Terminal The affordable online alternative to credit card swipe machines. Learn More Select This \$30 monthly fee, no contract.

[Compare These](#)

Step Four:

Fill out the form with your business information.

PayPal

Sign up for Business Account

1 Account 2 Information

Create login

Business type
-- Choose One --

Email address
You will use this to log in to PayPal

Choose a password
8 characters minimum

Re-enter password
8 characters minimum

Security question 1 What's this?
-- Choose One --

Answer

Security question 2
-- Choose One --

Answer

66YRkn

[Listen to the code](#) [Show a new code](#)

Enter the code

Continue

PayPal

Sign up for Business Account

1 Account 2 Information

Information

Your online business or service

Name to appear on your customers' payment pages [What's this?]

Date your business was established
mm / yy

Website URL (optional)
http://

Category [Not sure?]
-- Choose a category --

Subcategory
-- Choose a subcategory --

What will your average monthly payment volume be? [Not sure?]
-- Choose One --

What will your average transaction amount be? [Not sure?]
-- Choose One --

What percentage of your annual revenue will come from online sales? [Not sure?]
-- Choose One --

Do you sell on eBay?
Yes

Your customer service email address (optional) [Why?]

Owner contact information

Legal First name

Legal Last name

Phone
(Format: 555-555-5555)

Address
(P.O. box not allowed)

City

State
-- Choose --

Zip code



Step Five:

Once you have completed the forms, your PayPal Business account is created. Click on the [Go to My Business Setup] link to continue setting up your account preferences.

You will also receive an email that will be used to verify your email address.

Log Out | Help | Security and Protection Search

PayPal

Congratulations! You've signed up for a PayPal Business Account

You've signed up for Website Payments Standard. Use support@mssitehost.com when you log in to PayPal.

Start setting up your payment solution
Our business setup guide can help you get paid, process orders, and more.
[Go to My Business Setup](#)

Don't forget to check your email
You need to confirm your email address. We've sent simple instructions to support@mssitehost.com

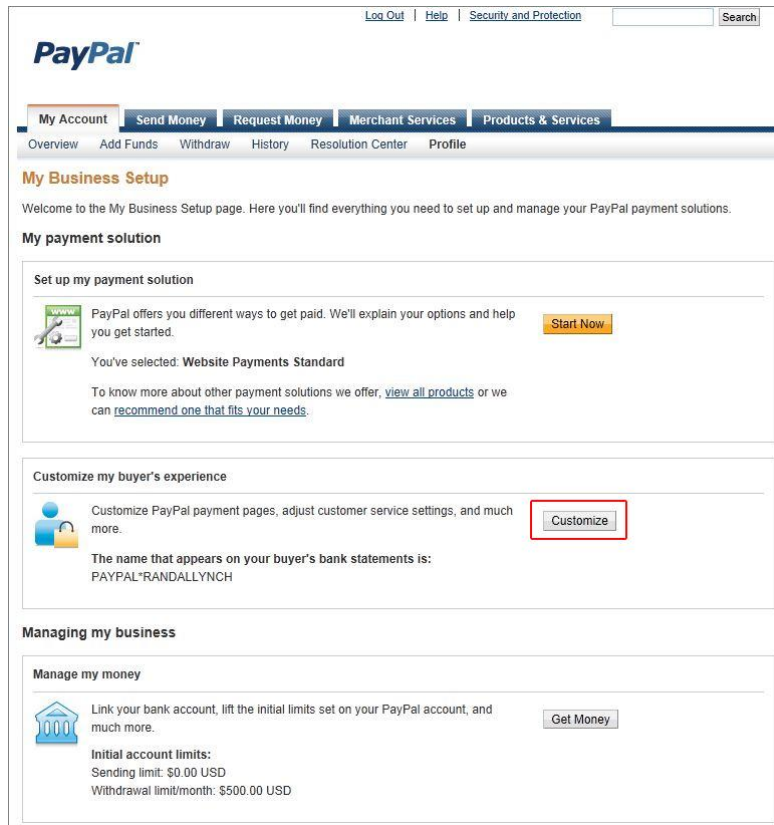
Setup your business

[Contact Us](#) | [Site Feedback](#) [-]

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Step Six:

From here you can customize your PayPal payments pages, setup your bank account information and many other options. **NOTE: All of these settings are optional.* Once your email address, that you setup your PayPal account under, has been confirmed, your PayPal account is completed. There is NO need to build PayPal buttons or any other development work within PayPal. Element will handle all of these functions for you as you enter products into your Element's Shopping Cart.



Log Out | Help | Security and Protection Search

PayPal

My Account | Send Money | Request Money | Merchant Services | Products & Services


Overview | Add Funds | Withdraw | History | Resolution Center | Profile

My Business Setup

Welcome to the My Business Setup page. Here you'll find everything you need to set up and manage your PayPal payment solutions.

My payment solution


Set up my payment solution

 PayPal offers you different ways to get paid. We'll explain your options and help you get started. [Start Now](#)

You've selected: **Website Payments Standard**

To know more about other payment solutions we offer, [view all products](#) or we can [recommend one that fits your needs](#).


Customize my buyer's experience

 Customize PayPal payment pages, adjust customer service settings, and much more. [Customize](#)

The name that appears on your buyer's bank statements is:
PAYPAL*RANDALLYNCH

Managing my business

Manage my money

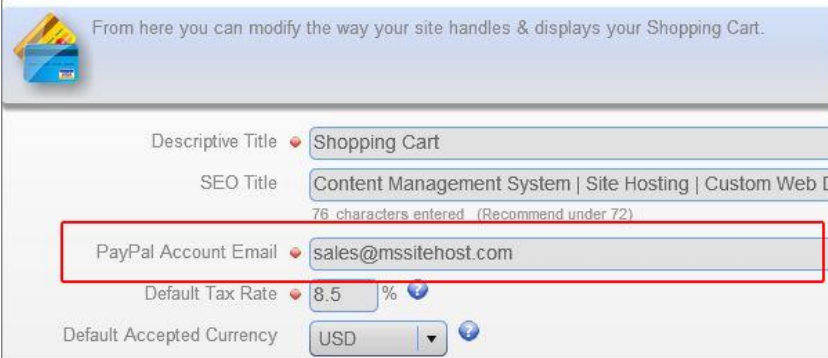
 Link your bank account, lift the initial limits set on your PayPal account, and much more. [Get Money](#)

Initial account limits:
Sending limit: \$0.00 USD
Withdrawal limit/month: \$500.00 USD



Step Seven:

Login to Element www.mssitehost.com/element and go to [Administration] > [Sites] > [Site Options] > [Shopping Cart Options] and enter the email address you used to setup your PayPal account. You are now ready to begin selling your products online. Enter your products into Element under [Content Management] > [Shopping Cart]



From here you can modify the way your site handles & displays your Shopping Cart.

Descriptive Title

SEO Title
76 characters entered (Recommend under 72)

PayPal Account Email

Default Tax Rate %

Default Accepted Currency

