



Stripe

On-Boarding

Revision 1.2: October 2022



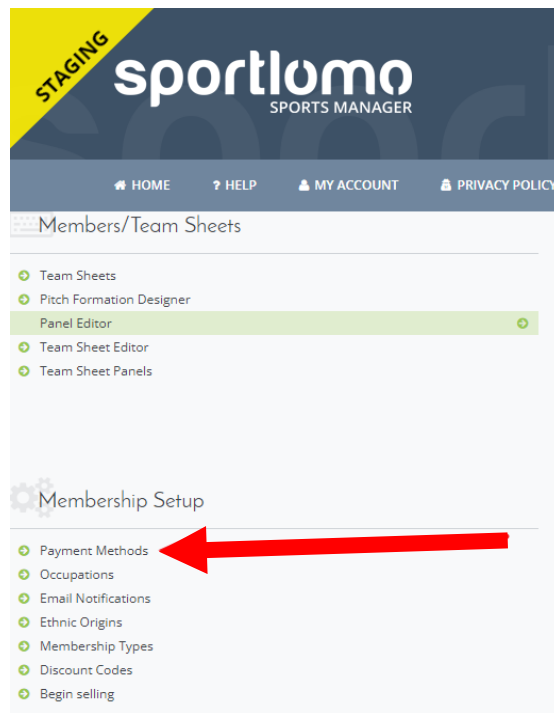
Stripe On-Boarding Canada Clubs and Organisations

Sportlomo Ltd,
Barcastle Business Park,
Castlebar,
Co. Mayo,
Ireland

Note: Please ensure you are logged into your club admin account before beginning as opposed to a sub user account to ensure all links needed to onboard are present. To know if you're in the main club admin account your username in the top right-hand corner should match your club name. (Should not be a personal username e.g C.Kyne)

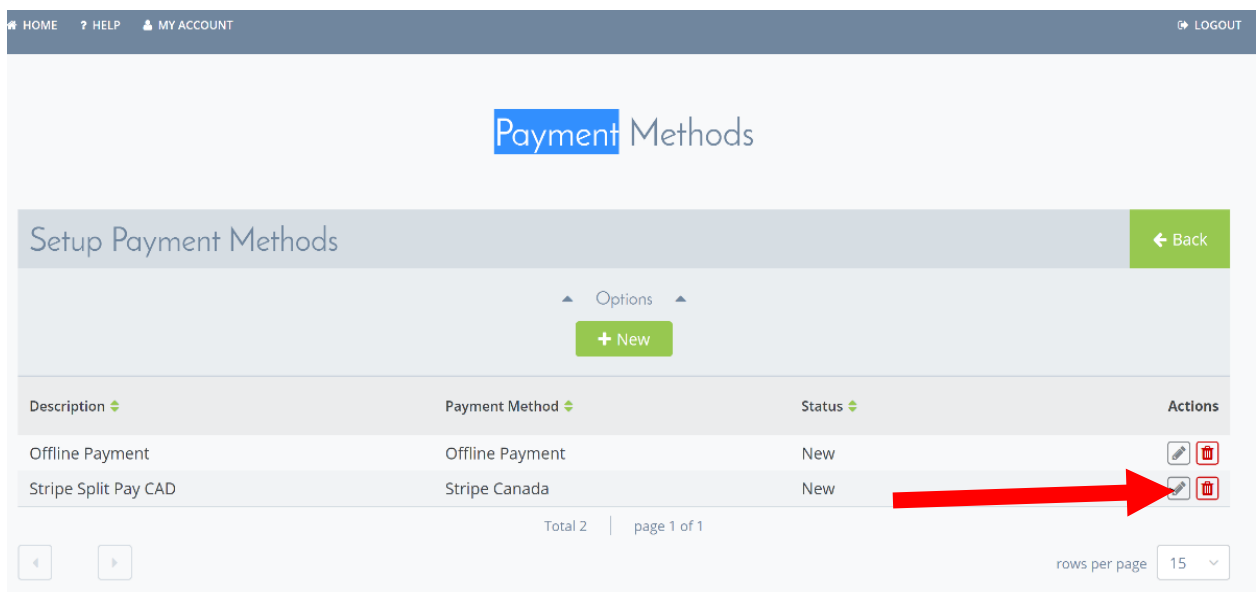
Step 1:

On your club admin panel click **payment methods**



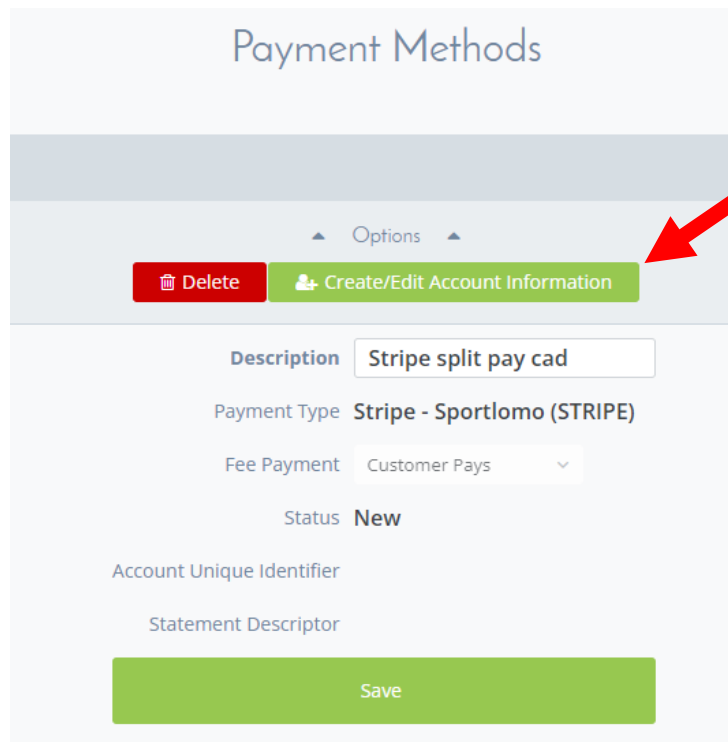
Step 2:

Next click the **edit** icon under **actions on the Stripe payment method**



Step 3:

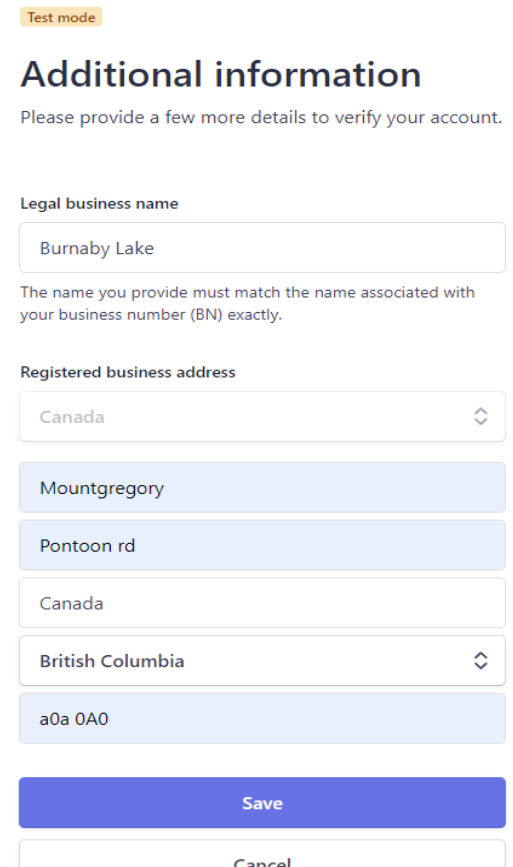
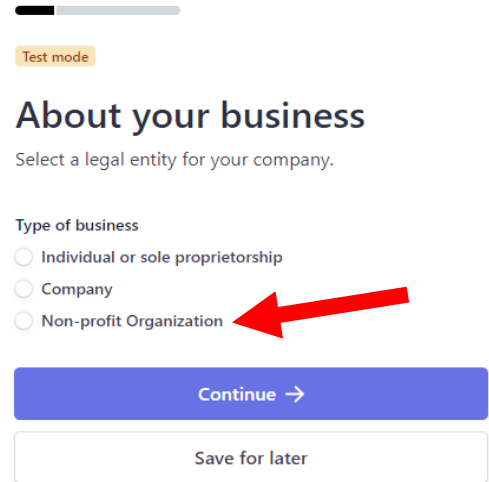
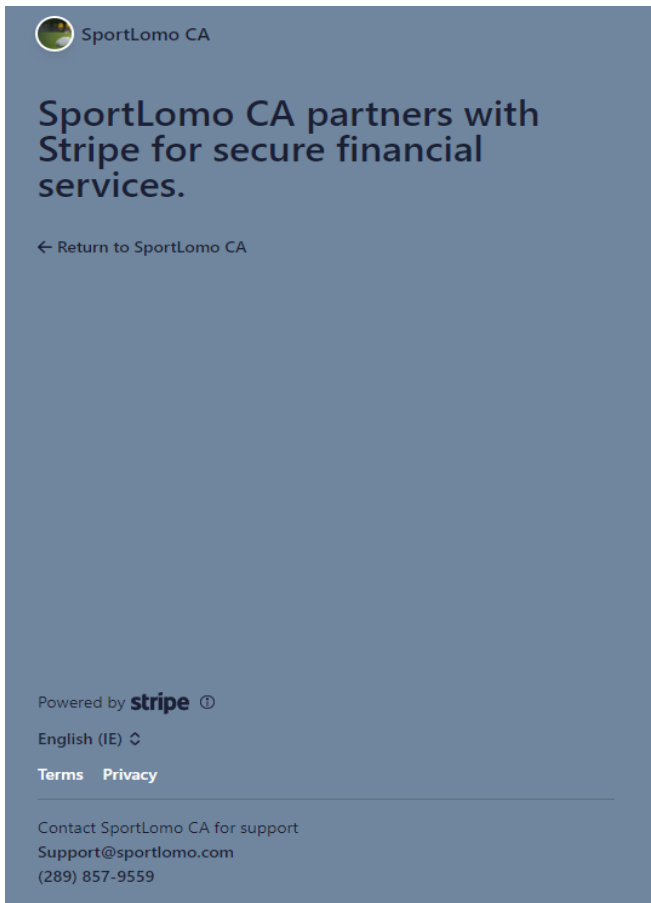
Click **Create/Edit Account**



The screenshot displays the 'Payment Methods' interface. At the top, the title 'Payment Methods' is centered. Below it is a grey bar with the text 'Options' and two small triangles. Underneath this bar are two buttons: a red 'Delete' button with a trash icon and a green 'Create/Edit Account Information' button with a person icon. A red arrow points to the green button. Below the buttons, the form contains the following fields: 'Description' with the value 'Stripe split pay cad', 'Payment Type' with the value 'Stripe - Sportlomo (STRIPE)', 'Fee Payment' with a dropdown menu showing 'Customer Pays', 'Status' with the value 'New', 'Account Unique Identifier', and 'Statement Descriptor'. At the bottom of the form is a large green 'Save' button.


Step 4:


Fill in Stripe's required information. **Select the Non-profit organization.** They will ask for an account representative also.



SportLomo CA partners with Stripe for secure financial services.

[← Return to SportLomo CA](#)

Powered by **stripe** 

English (IE) 

[Terms](#) [Privacy](#)

Test mode

Verification summary

Modify the details of your business.

BUSINESS DETAILS

Burnaby Lake
Mountgregory
Pontoon rd
Canada BC a0a 0A0 CA

Other information provided
DBA

MANAGEMENT AND OWNERSHIP

Calum Kyne
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

By clicking Done, you agree to the [Connected Account Agreement](#).

Done

Step 5:

After filling in your information on stripe you will need to add your payment information. Please select create/edit payment information. Please ensure the statement descriptor matches your club name. This shows up on your members' bank statements and it will cause confusion and chargebacks if it doesn't indicate a payment to your club.

Payment Methods

Edit Payment Method

Options

Delete Create/Edit Account Information **Create/Edit Payment Information**

Please enter your payment information.

Description

Payment Method Type **Stripe Canada (STRIPE-CAD)**

Fee Payment

Status **Merchant Account Created**

Account Unique Identifier **acct_1KnKPIGduLzQ0Kpe**

Statement Descriptor

Application Form

Association Details for Payment Provider

1. Account Information

Bank Account Information

Provide details of account where funds will be lodged

Bank Name

Account Holder Name

Account Type

Country

Currency

Account Number

BSB/Routing number

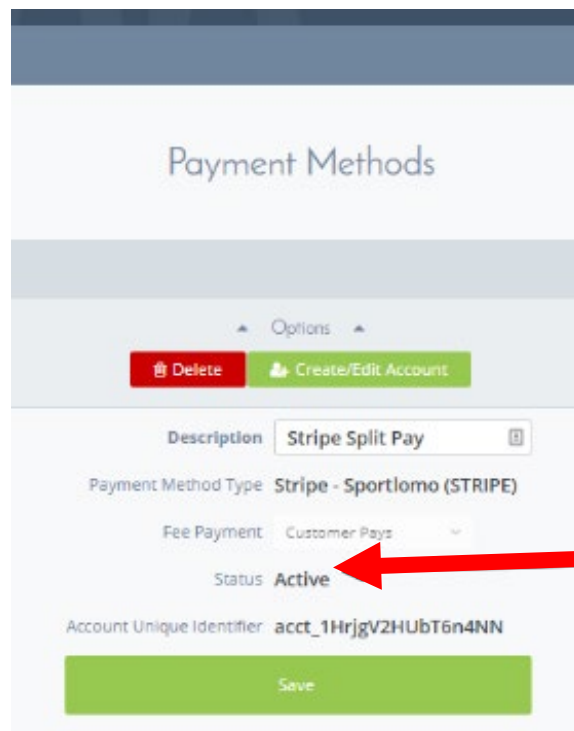
Statement Descriptor

Merchant Terms and Conditions

Accept the terms and conditions below to continue your application

By registering your account, you agree to the

Once verification is complete you will see your payment status change to **Active**.



The screenshot shows a 'Payment Methods' form with the following fields and values:

- Description:** Stripe Split Pay
- Payment Method Type:** Stripe - Sportlomo (STRIPE)
- Fee Payment:** Customer Pays
- Status:** Active (highlighted with a red arrow)
- Account Unique Identifier:** acct_1HrjgV2HUBT6n4NN

At the top of the form, there are two buttons: a red 'Delete' button and a green 'Create/Edit Account' button. Below the form fields is a green 'Save' button.