

PAYPAL PROCESSING INSTRUCTION

1. Go to <http://www.catholicdoors.com/missioninindia/massstipends.htm> .
2. Go down the webpage until you see the Paypal button that says “Pay now.” You now use the same button for donation in all currencies.
3. Click on the right of the word “Donation.” You will see that you have 3 choices, these being “donation,” “Mass Stipends,” or “Special intentions.” Pick the one of your choice. The India Paypal program does not have a “Donate” button.
4. Once you picked your choice, click on “Pay now.”
5. On the next page, you will see the following, “Description,” “Price per item,” “CAD”, and “Quantity.”
 - a) In “description,” enter the purpose of your donation, be it the Mass intentions, if it is a gift, etc...
 - b) In “Price per item,” enter the amount of your donation.
 - c) In “CAD”, ignore this at this time.
 - d) In “Quantity,” leave it at “1.” If you enter “2”, it will multiply your donation by 2 times.
6. Now click on continue.
7. At the top of the page you will see a shopping cart and the amount you entered for a donation. Beside it, it will show a currency such as CAD, US, etc... Change this currency to the currency of your choice. If you need to change the amount of the donation to correspond with the currency, click on the “back” button at the top left of your browser.
8. Where it says “Pay with Paypal,” if you have a Paypal account, you may proceed here.
9. If you wish to pay by Debit or Credit Card, click on “Pay with Debit or Credit Card” at the bottom of the webpage.
10. You will be taken to the Check out where you must enter your personal information.
11. Make sure to change the “country” to show your country, not the United States.
12. Once you have answered all the Debit/Credit card questions, click on “PAY NOW.”

That is it. You are done. Your donation has been processed by paypal.com. Thank you for using paypal.com to make a contribution to the Roman Catholic Diocese of Kannur. Your support is

greatly appreciated.