PayPal

Create your PayPal Confirmed Charity Account and Join PayPal Giving Fund



1 Creating your PayPal Confirmed Charity Account

Create a PayPal business account to get started. You can create one or upgrade a personal account by <u>clicking here</u>.

2 Confirm your account belongs to a charity

You'll need to:

- **Provide your business name and EIN** so that we can verify your organization is registered with the appropriate regulator. Select Nonprofit as your business type.
- Provide documentation to prove that you are a representative of the organization.
- Confirm your charity's <u>bank account information</u>

Watch our YouTube guide <u>"Sign up for a confirmed charity account"</u>. Once submitted, we will review your documents within 2 business days. If approved, you will receive an email confirming your charity status with PayPal.

3 Join PayPal Giving Fund

Once confirmed, most eligible charities will be enrolled automatically with PayPal Giving Fund within 3 business days. You'll receive a welcome email to confirm your enrollment. If you haven't been automatically enrolled within 2 weeks:

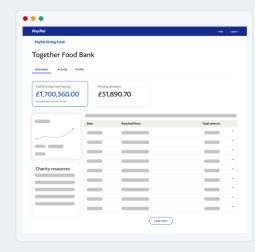
- Check your charity's eligibility: Private Non-Operating Foundations and Supporting Organizations are not eligible to enroll with PayPal Giving Fund.
- Log into your PayPal account to check for any outstanding requests from PayPal.
- Visit PayPal Giving Fund's <u>website</u> and click 'enroll now' to check you've completed any
 required steps. Charities based in California must complete the <u>PayPal Giving Fund enrollment</u>
 <u>form</u> after confirming their charity account with PayPal.

You can learn more about PayPal Giving Fund and our policies by visiting our website.

PayPal Giving Fund payments

PayPal Giving Fund typically grants funds to enrolled charities on or before the 25th of each month, by depositing a single payment into each charity's PayPal account.

Your charity must complete enrollment by the 15th to receive your first payment within the same month. You can view donation information by logging into your PayPal Giving Fund dashboard (using your charity's PayPal credentials). Find out more here or by viewing our Donation Delivery Policy.



Manage your account

If your charity would like to update your logo, fundraising messages or mission statement, please log in to update your <u>PayPal Giving Fund profile</u>. You can review grants and donations in your <u>PayPal Giving Fund dashboard</u>.

Regulatory status

Your charity must maintain your PayPal account and charity status in good standing. If your charity falls out of good standing with a relevant regulator (such as the IRS, California Attorney General and FTB), your charity may be removed from our directory.

Account Limitations

If your organization has received an email from PayPal regarding a limitation, please log into your PayPal account and visit the Resolution Centre. You can find out more here.

PayPal will usually review documentation within 3 business days. You will receive an email once the reviewal process is complete, or if any additional information is required.

Please contact <u>PayPal customer support</u> if you require assistance. If you do not have access to a PayPal account, you can reach our team by email <u>here</u> or by calling 1-855-477-5679.

Links and references

- PayPal Charities
- PayPal Fee page
- PayPal Giving Fund website

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- Keep your charity PayPal account secure
- Set up additional users