Payment Information (Corporate Sponsorships)

This is the section where your prospective sponsors put in their method of payment.

If you do not have PayPal enabled on your account, this will be listed as Card Information instead of Payment Information.

Payment Information

Section Heading

How would you like to pay?

Enable PayPal as a payment method   Enable ⬤

Default Payment Method

Credit Card ▾

Charge Processing Fee   Show ⬤

Use default settings

Processing Fee Text

I would like to cover the payment processing fee.

To show the fee percentage use **[percent]**

Processing Fee Percentage

2.5 | %

Processing Fee Default Opt-In

☑ Opt-in by Default

Payment Section Visibility

☐ Hide the payment information section unless the **Total Amount** is greater than $0.00. ❓

Anonymous   Hide ⬤ ☐ Required

✎ ✛

➕ Add Form Element ▾

Section Heading

This is where you can change the wording of the section header that is displayed above the corresponding section on your Corporate Sponsorship form. You can also leave it blank if you don't want the line to show.

Enable PayPal as a payment method

If you have PayPal enabled in your account, you can choose to turn this on or off for this specific form by using the **Enable/Disable** button.

Default Payment Method

If you have PayPal as an option, then you can choose to make either the Card or PayPal as the default when people first come to the form.

> Occasionally, PayPal has offered limited-time waived fees, in those instances, it might benefit you to temporarily have PayPal as the default. Otherwise, with their normal fees, the Card as the default will usually be a better choice for your organization.

Charge Processing Fee

You can choose to present your sponsors the option to pay for the credit card processing fee, when they complete their sponsorship form, by enabling the **Enable/Disable** switch. This will add the fee to their total so you end up keeping more of the actual sponsorship amount.

We have found that 70-80% of donors are willing to include the processing fee as part of their donation, so it is a potentially beneficial option to include for your sponsors to help.

Processing Fee Text

This is what will be displayed on the form to ask your sponsors if they want to help with the fees. The default wording is "I would like to cover the payment processing fee." but you can change the wording to fit your organization's style and needs.

Maybe change it to "Our company will cover the payment processing fee."

Processing Fee Percentage

You will want to enter the actual processing fee percentage as defined in your GiveSmart Fundraise contract. It will default to 3.5% if you do not enter a number.

> We highly recommend entering your processing fee percentage in the **Shared Settings**. While you can change it here, entering the correct percentage in the **Shared Settings** means you don't have to remember the percentage when designing your activities.

Processing Fee Default Opt-In

This will determine if the box is checked on the form when your prospective sponsor first comes to the form - meaning whether they start off including the processing fee or not. If it is checked here, it will start checked on the form.

> The sponsor always has control and the final say on whether they pay the processing fee or not. This checkbox simply sets whether they come to the form paying the fees or not.

Payment Section Visibility

This allows you to have a form that can be submitted with or without a monetary value. For example, if you had a Ticketing form that offered both Free and Paid tickets on the same form, this function will allow for that by hiding the Payment Section on the form when the total amount is $0.

There is no need for this for a Corporate Sponsorship form, so leave this unchecked.

Anonymous

You can provide the option to remain anonymous on public-facing pages, such as a Fundraising Thermometer, an Event Page or a Crowdfunding and Peer-to-Peer Fundraising Page. With this switched to **Show**, it gives your supporter that option.

You will still collect their information and can reach out to them, it is just the public display of their name that will switch to the word "Anonymous."

Since Corporate Sponsors are not usually included as part of a Progress section of an Event Page or a Fundraising Thermometer, there is usually no need to provide this as an option.

Other

Credit Card Type: Depending on your needs, you can limit the types of credit cards you can accept. This is configured in the **Integrations** category of Account Settings, under **Payments**. It is not handled at the activity level

CVV: We require CVV to complete a payment transaction. This requirement significantly helps with preventing fraud. Everyone who has made any purchase online is already familiar with entering their card's CVV as a fraud prevention step, so requiring it has not deterred donations.

How would you like to pay?

Card

PayPal

🔒 This is a secure 256-bit SSL encrypted payment

Card Number *

XXXX XXXX XXXX XXXX 🔒   VISA MasterCard DISCOVER AMERICAN EXPRESS

Expiration Date *   CVV * What is this?

MM ⌄ / YY ⌄   eg. 123 🔒

☑ I would like to cover the payment processing fee.