



USING THE BOOSTER CLUB'S ONLINE TEAM-SPECIFIC FUNDRAISERS & DONATIONS PAYMENT PORTAL

The Booster Club is excited to launch a new online payment portal to provide all MCPS-recognized WCHS athletic teams with an online payment portal to accept *team-specific fundraising donations only* by credit card or Apple Pay. The link to the portal is: <https://www.churchillboosterclub.com/team-fundraisers>.

How it Works:

1. The link above is a landing page that provides important information for donors seeking to donate to a specific team or purchase items or services offered through a team fundraiser such as registration for a team-run youth clinic.
2. After donors click on the green donate button they are required to provide an email address, an amount they wish to donate, and select a team for their donation. There is also a comments field that allows donors to include any relevant information requested by the team to assist the team in fulfilling its fundraising order, if applicable.

*Depending on the Internet browser the donor is using, the sequence of these fields may differ. Below are screen shots of the Team-Specific Donation steps for Chrome on the left, followed by Safari on the right. In the case of the Chrome browser, the donor will select a team and have the option to enter any information in the Comments field in Step 4 (Additional Information).

Winston Churchill Booster Club: Donate to a Specific Team

1. Your Email

Email

You'll receive receipts and notifications at this email address.

Continue

2. Your Contribution

3. Payment

4. Additional Information

5. Review & Donate

Winston Churchill Booster Club: Donate to a Specific Team

Contribution

Amount

2

Select a team to support*

COMMENTS

If applicable, please provide any necessary information to assist the Team fulfill your fundraising order or donation.

Apple Pay

More payment options

SECURE SSL CHECKOUT

3. The Booster Club will provide an automated standard donation receipt to the donor's email address that acknowledges the donation but does not mention the amount or team.
4. The Booster Club Webmaster will send team coaches and team Booster Club Representatives an email each month of all online portal donations to their team that includes the information entered by the donors as described above: email address, amount donated, team selected, and any notes entered in the Comments field. Only teams receiving online portal donations in the prior month will receive an email update. Our Webmaster may be reached at wchsboosterwebmaster@gmail.com, but please be mindful that updates must be done manually so if you need more frequent updates, please discuss with the Webmaster what you need and we will try to accommodate your requests within reason.
5. The Booster Club Treasurer will also send team coaches and team Booster Club Representatives an email each month with the Stripe fees deducted from any donations made to the team through the portal. Keep in mind that Stripe charges a processing fee of up to 3% for each credit card transaction so ***the amount transferred to team Booster Club Team Fundraising Account ("BCTFA") will be the donated amount LESS the Stripe fee.***

Key Features of the Portal:

1. **Use for Multiple, Simultaneous Fundraisers:** Teams can accept online payments for multiple fundraisers being run at the same time such as collecting registrations for a youth clinic while also selling carwash vouchers. Teams should be sure to instruct donors to specify any information necessary for the team's purposes such as the names of the clinic registrants.
2. **Use by All Teams Simultaneously:** The donation portal link requires donors to pick a team for their donation so all teams can receive donations through this portal link without confusion on the back end.

Important Notes About Proper Use of this Portal:

1. This payment portal is *NOT for Team Fees or Dues*. Please do not misuse this donation portal for any non-charitable fundraising purposes such as to pay for team meals or team swag. Any payments made through these portal buttons will go directly to the Team's Booster Club fundraising account, subject to statutory charitable contribution use restrictions. For more information, please review: [Booster Club Team Fundraising Accounts FAQs](#).
2. Payments made through this Team-specific donation portal are NOT donations to the Booster Club and are NOT Membership Contributions. This is simply a payment portal service provided to assist our teams in accepting credit card payments for team-specific fundraisers and donations. Please direct any families seeking to join the Booster Club and become a member, to: <https://www.churchillboosterclub.com/become-a-member>.
3. Credit card payments through the portal button below will be transferred to the team's fundraising account *minus a processing fee (up to 3%) charged by Stripe*. If someone seeks to donate a large amount and prefers that the total

donation goes to the team, please contact our Treasurer at wchsboostertreasurer@gmail.com for instructions on donating by check.

4. Teams should direct donors to provide any necessary information in the COMMENTS field to assist in fundraising order fulfillment. The Booster Club is not responsible for order fulfillment and donors are instructed NOT to contact the Booster Club after donation is made. The donor will only receive an automated confirmation receipt by email from the Booster Club for tax purposes.

Have questions? Feel free to contact the Booster Club Webmaster at wchsboosterwebmaster@gmail.com or the Booster Club President at wchsboosterpresident@gmail.com.