



Preparing to Make an Online Payment

1. Complete and print this form on paper for delivery to the school office, or e-mail a copy of this completed form to developmentoffice@brlutheralschool.org. A copy of **this completed form is required by the Business Office** to process your online payment.
2. Making an online payment requires an e-mail address. If you have no e-mail address, enter **developmentoffice@brlutheralschool.org** in that space to fulfill the requirement.
3. Proceed to the website in order to pay the TOTAL using a major credit card. (A 4% Convenience Fee will be charged for online payments to cover credit card processing charges.)

\$ Payment	
\$	BRLS Statement Balance
\$	BRLS Registration Fee(s)
\$	School Pak(s)
\$	Rest Mat(s), \$25 each
\$	PS & PK Uniform T-Shirts, \$10 each
\$	BRLS T-Shirts & Sweatshirts
\$	Dictionary, \$32 each
\$	SCRIP gift card order
\$	Other: _____
\$	TOTAL BEING PAID ONLINE

Other Information Needed

Payee's Full Name (name on credit card) _____

Name of Family (if different from Payee) _____

Student Full Name(s) and Grade(s) _____

MAKE YOUR CHOICE: (1) Provide a completed, printed copy of this form to the BRLS Office or
 (2) e-mail a copy of this completed form to developmentoffice@brlutheralschool.org.
 (Request a READ RECEIPT for your e-mail.)