

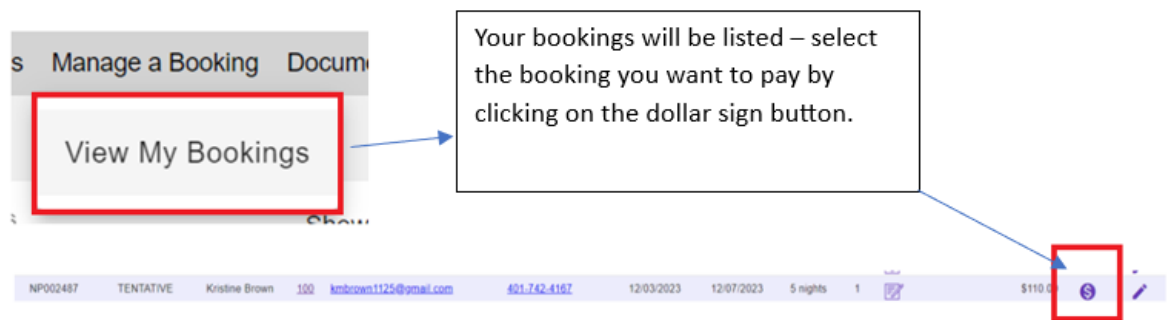
NORA Member Online Payments
Newport Ski Club Online Reservation Administration
Procedure for Paying via PayPal and Credit Card
12/10/2023

Payments for lodging should be made at the end of your stay while you are at the lodge. If you make a payment in advance and then cancel or modify your reservation, your payment will automatically become a credit to be applied to your next reservation during the same ski season. If you do not use your credit, you may request a refund between April 1 and May 15 using the [Request for Reimbursement Form](#).

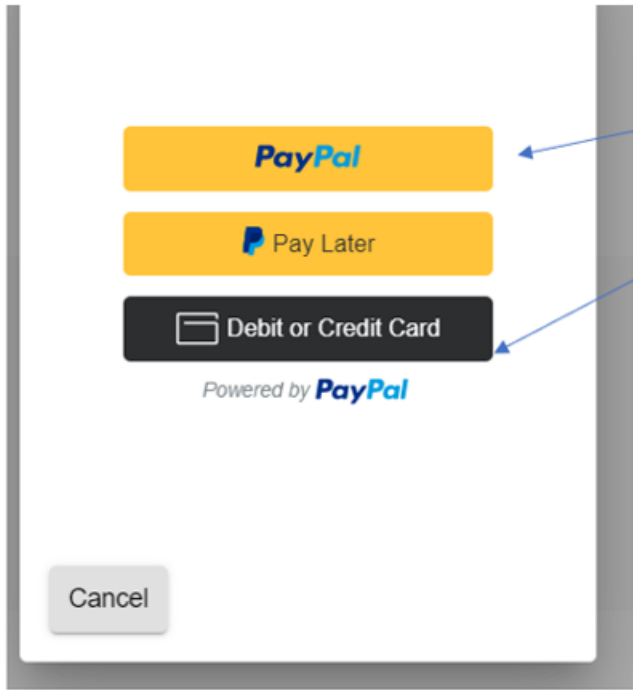
To Pay Online for a reservation:

Log into the Reservation system:

from the Main Menu - select Manage a Booking

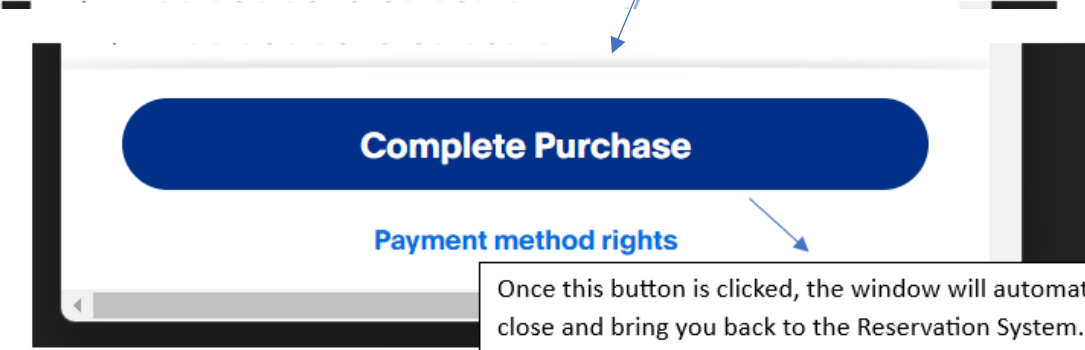


The PayPal window will [open](#)



Select PayPal or Debit Credit Card


Based on your selection, either the PayPal window or credit card window will open. Follow the prompts on that screen to complete your purchase.



Once this button is clicked, the window will automatically close and bring you back to the Reservation System.

Manag

DO NOT LEAVE THIS PAGE UNTIL THE TRANSACTION IS COMPLETED



Once the transaction is complete, you will see the Receipt transaction listed under your transactions.

And the status of your reservation will be changed to CONFIRMED

Make a Booking Neworp Home Ski Lodge Details Manage a Booking Documents Manage Account

All Transactions

Txn ID Txn Type Booking Created/Paid From Created/Paid To

Reference

Txn ID	Txn Type	Description	Credit	Debit	Balance	Booking	Comment	Reference	Created	Created By
2066	RECEIPT	Pay Outstanding Balance - PayPal	51.50	0.00				74E13791AF086921B	11/08/2023 07:54:14	100
2067	INVOICE	Online Surcharge		-1.50	-51.50			Surcharge of PayPal. Transaction number:74E13791AF086921B	11/08/2023 07:54:14	100
2065	INVOICE	Booking: NP002440. Start Night: 11/13/2023. Last Night: 11/15/2023. Cost: \$50		-50.00	-50.00	NP002440			11/07/2023 09:50:19	100

NP002440 CONFIRMED Kristine Brown .100 kmbrown1125@gmail.com 401.742-4167 11/13/2023 11/15/2023 3 nights 1 \$50.00

You will also receive an email with the receipt.