



**stripe**

Payment Processing  
Account Tutorial



This is a step-by-step guide for creating a Stripe account on the ZGIVE portal.

Please follow the selections highlighted with the orange arrows on Steps 2, 4 and 7 in order to successfully create your account.

## STEP 1.

### Get started with Stripe

Email

Password

[Log in →](#)

[← Reset your password](#)


This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

## STEP 2.


### Let's start with some basics

Choose your location and business type to get started.


**Business location**

United States 

**Type of business**

Nonprofit organization 

**Continue →**



## STEP 3.

### Tell us more about your business

Stripe collects this information to better serve your business and help meet the requirements of regulators, financial partners, and our [Services Agreement](#).

**Legal business name**

Test Organization

The combination of your name and Employer Identification Number (EIN) must exactly match the one listed on your IRS documents (e.g., Letter 147C or SS-4 Confirmation letter), including capitalization and punctuation.

**Employer Identification Number (EIN)**

55-5555555

Doing business as Optional

## STEP 4.

**Registered business address**

United States

1234 Main Street

Address line 2

Roseville

California

95678

**Business phone number**

+1 (555) 555-5555

**Industry**

Please select your industry...

Search...

- Membership organizations
- Civic, fraternal, or social associations
- Charities or social service organizations
- Religious organizations
- Country clubs
- Political organizations

Continue →

Stripe categorizes nonprofits (non-education) as *Membership Organizations*.

Please select the sub-category that most closely represents your organization.

## STEP 5.

### Verify you represent this business

This form must be filled out by someone with significant control and management of your business. If that's not you, make sure to ask the right person to continue.

Legal name of person

Email address

Job title

Date of birth

## STEP 6.

Home address

Phone number

Last 4 digits of Social Security number

Provide a government-issued ID number instead

STEP 7.

Although these questions may not directly pertain to nonprofits or schools, Stripe requires that all organizations fill this out to complete their account. Per their recommendation, please make your selections according to the choices highlighted by the orange arrows.

## Fulfillment Details

Tell us how you provide products or services.

Your customers are:

Select all that apply

Businesses  Consumers



You sell:

Select all that apply

Physical goods  Digital goods  
 In-person services  Digital services  
 Other products



When do your customers make their payments?

Select all that apply

Your customers pay *before* they receive the product or service

Your customers pay and the product or service is *immediately accessible*



Your customers pay *after* they have received the product or service

Continue →

## STEP 8.

### Add public details for customers

This information may be visible in payment statements, invoices, and receipts.

Statement descriptor

WWW.ZGIVE.COM

Shortened descriptor

ZGIVE

Customer support phone number

+1 (555) 555-5555

Customer support address

United States

1234 Main Street

Address line 2

Roseville

California

95678

Continue →

## STEP 9.

### PUBLIC DETAILS

#### Update support information

Shown as WWW.ZGIVE.COM on customer statements

1234 Main Street

Roseville, CA US

(555) 555-5555

### MANAGEMENT AND OWNERSHIP

#### Scott Smith

Account representative and Executive

 Pending verification

scott@smith.com

Born on January 1, 2000

156 Broadway St.

Delaware, CA 95762 US

#### Other information provided

Last 4 SSN, Job title, Phone

### PAYOUT DETAILS



STRIPE TEST BANK

USD

Default 

110000000 6789

By clicking Submit, you agree to the [Connected Account Agreement](#), to receiving autodialed text messages from Stripe, and you certify that the information you have provided to Stripe is complete and correct. Stripe, Inc., is a registered Payment Facilitator and ISO of Cross River Bank, Fort Lee, NJ, PNC Bank, N.A., Pittsburgh, PA, and Wells Fargo Bank, N.A., Concord, CA.

**Submit**



Thank you for reviewing this tutorial.

Please create your Stripe account by visiting your auction portal and following the instructions to build your account.

Once you have submitted your application, please check your email inbox to verify your email address.

**For Stripe Support:**

<https://support.stripe.com/contact/login>

**For Support FAQ's visit:**

<https://support.stripe.com/>

