



PayPal Pro Setup



Auction Source's online reservation system integrates with paypal's secure payment processing service to give you a safe and easy way to collect payments from your guests.

What you will need to complete setup:

- Your organization's bank name
- Your organization's bank account number
- A valid email address

Instructions:

- Open your internet browser and go to <http://www.paypal.com>
- Click Merchant Services
- Click 'Website Payments Pro (U.S. Only)
- Click Sign Up
- Under Sign Up for Business Account, Click Go

At this point you can follow PayPal's step by step instructions to complete your sign up. During this process you will sign up for a business account, verify your information and set up your payment solution.

When you get to the API Set-up step please do the following.

- Click Profile at the top
- Under Account Information, Click API Access
- Click Request API Credentials
- Check Request API Signature
- Read their terms and click Agree and Submit
- Auction Source needs your:
 - o API Username
 - o API Password
 - o Signature
 - o Username you use to login to paypal
- Click Done
- Click Grant API Permission
- Under "Enter API account username" enter the API Username collected above
- Check Direct Payment
- Click Submit
- Click Give Permission
- You can now logout

Once you have supplied auction source with your API Username, API Password, Signature and username you use to login to paypal we can integrate your custom online reservations system with your PayPal account.

*After Online Reservations have ended remove API permission from your API username.