



## **Account not required to make invoice payment**

**To make a payment, please follow this easy 4-step process:**

1. Click on the PayPal link **“View and Pay Invoice”** on the email you received from **Maine Audio Visual** <service@paypal.com>
2. Click on the **“Pay”** tab on the left (*“Pay” will have a dollar amount after it*)
3. Click **“Pay with Debit or Credit Card”**
4. On the **“PayPal Guest Checkout”** page, simply enter bank card information and then click **“Pay Now”** at the bottom of the page

***Note: Maine Audio Visual can also process payments via phone, mail or in person with our mobile card reader.***