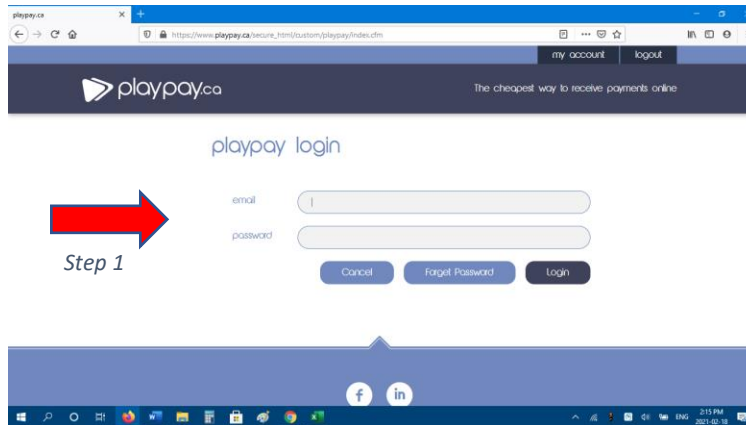


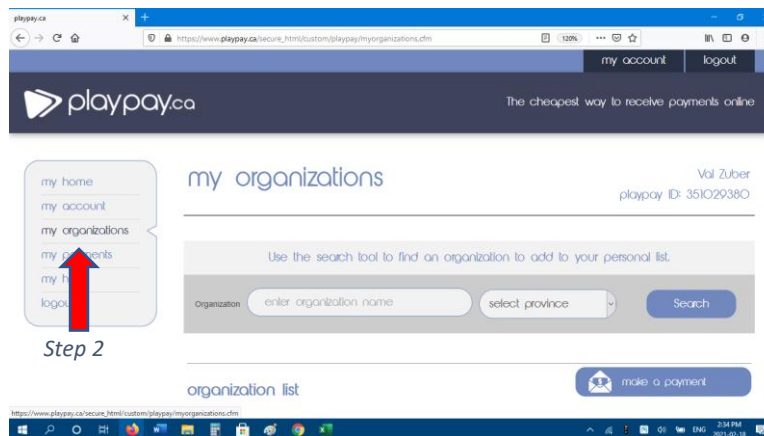
How to add the Phase 2 activity and fee for returning players

Step 1. Login in to PlayPay:

<https://www.playpay.ca/>



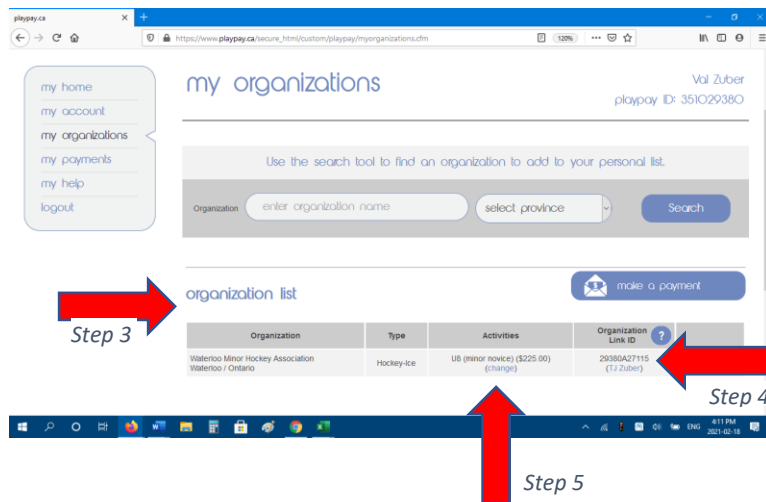
Step 2. A new screen will open. Click on “My Organizations”.



Step 3. On the “My Organizations” screen find your “Organization List”

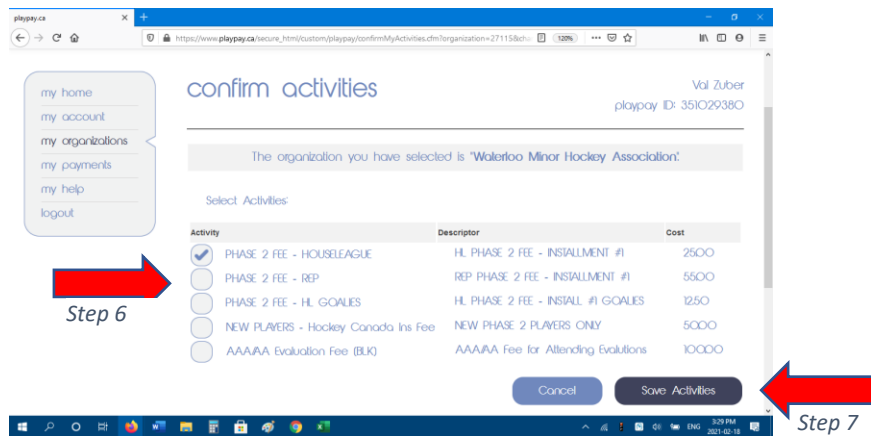
Step 4. Make sure the players name is correct.

Step 5. Under activities, click the word “Change”.



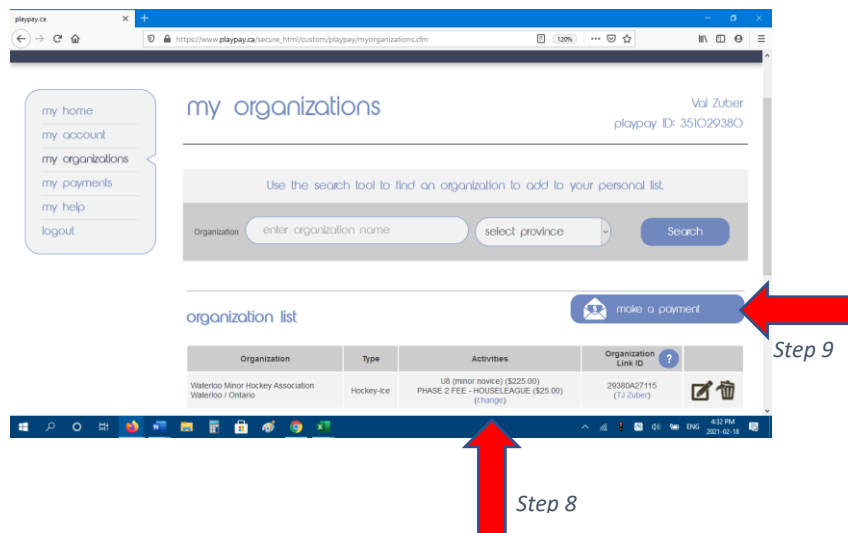
Step 6. Choose the correct activity for Phase 2.

Step 7. Click "Save Activities".



Step 8. Check to make sure new activity is listed.

Step 9. Click "Make a payment".



Step 10. Enter payment amount and click “Next”.

Step 10

Step 11. Choose your payment method and follow guided instructions.

Step 11

You will receive confirmation from PlayPay when payment has been processed.