



SAUSAGE SIZZLE MOBILE PAYMENTS

This guide will support your community group to use Mobile Payments at your Bunnings Sausage Sizzle.

1. Opt-in



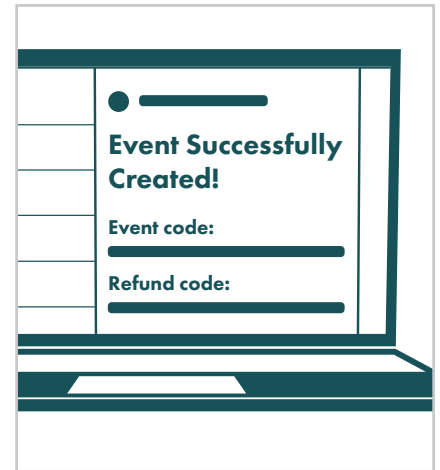
Confirm or decline invitation from AO
Complete registration on Stripe to ensure funds raised can be paid.

2. Register for stripe



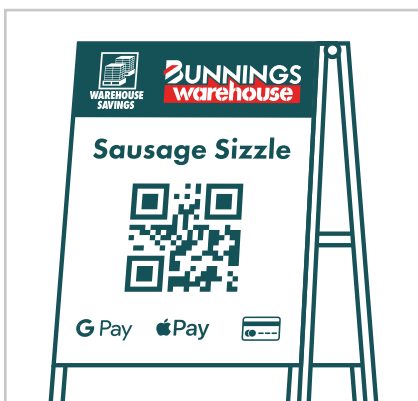
Click link in email invitation
Individual registration: Does not have ABN/ACN/NZBN
Company registration: Has ABN/ACN/NZBN

3. Prepare for the day



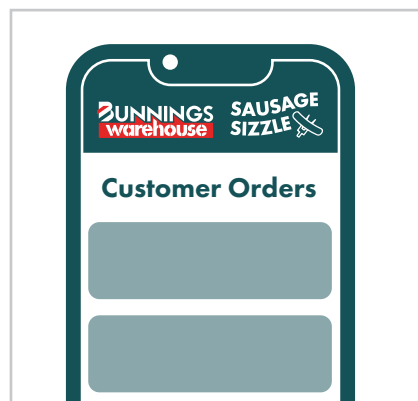
Event successfully created email contains necessary codes for the day.
Your store's Activities Organiser will also have a copy of your event codes and details.

4. Display A-frame



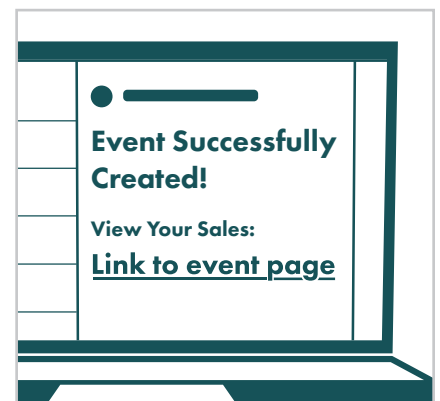
This is how customers pay and order. A-frame board shows store code and QR code. Customer can also select to enter into a phone browser sizzle community. This will direct them to the ordering screen after entering the 4-digit event code shown on the A-Frame.

5. Processing a refund



If a customer needs a refund use your vendor portal to refund funds back into their bank account or alternatively use your cash box to provide a cash refund.

6. Viewing your sales



Event link is found in your *Event successfully created* email. Within your vendor portal your digital sales total is accessible from the menu.



APPENDIX

This **more detailed** guide will support your community group to use Mobile Payments at your Bunnings Sausage Sizzle. Please speak with a member of the store leadership team if you have any difficulties on the day of your event.

How to opt-in



Our **Activity Organisers** in-store will email your Community Group an **invitation** to use Mobile Payments. You must **confirm** your invite to **activate Mobile Payments** or **decline** if you do not wish to use this free service.

New groups will be transferred to **Stripe** to create an account and complete their registration. Stripe registration is locked to the unique email provided for the registration. Only select company if you have business details including an ABN/ACN or NZBN. If you do not, please select Individual.

How to register

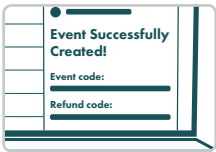


As a Community Group **authorised representative**, you will need to **create a Stripe account** to use Mobile Payments.

Click the link in the email invitation and select to either:

- a) Sign up as an individual (select this option if your group **does not have** an ABN/ACN/NZBN) *
- b) Sign up as a Company (select this option if your group **has an** ABN/ACN/NZBN) *

Prepare for the day



Complete the registration in Stripe. This will typically take 5 mins to complete.

Once complete, you will receive an **Event Successfully Created email** which will contain **Event Booking** and **Refund Codes**.

It is not necessary to sign into the system to start receiving payments.

Codes are used on the day to complete a refund (codes are available in the email), see orders or view your fundraising sales totals inclusive of any donations.

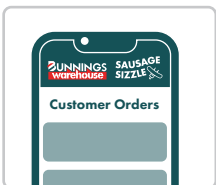
How customers pay & order



The Sausage Sizzle A-frame board will have a **event code** and **QR code** for customers to order or make a voluntary gift or donation. Customers can also access the order screens by using the URL sizzle.community, then entering the 4-digit code on the A-Frame. Gifts and Donations can be made independantly of a food or drink order.

Customers can pay for orders via **Apple Pay, Google Pay, Debit or Credit Card**. When paid successfully, receipts are issued to the customer via email. Customers can also save their card details for rapid checkout next time.

Refunds



The codes issued in the **Event Successfully Created email** will only work on the day of your event.

Should a customer require a refund, simply find the customer order on your mobile phone and select refund.

If you are unable to issue a refund with cash **use the unique refund code** to confirm the refund. The customer will receive an email of the refund and repayment within 2-3 business days. The amount will automatically be subtracted from your fundraising totals.

How To view sales



From the **Event Successfully Created email**, you can log in to your event via the link provided and view sales totals.

Fundraising totals (sales) can be seen from the menu, at any point in the day.

Funds raised through Mobile Payments will be paid into **your nominated bank account within 2-3 business days** following your fundraising event.