

## Paying Lanau (whether for sesshin, donation, membership) - Version 2.0, 26 May 2023

URL:

<https://www.helloasso.com/associations/zen-tenborin>

Various activities (with their dates) are listed. Scroll down to find the relevant activity [*Je participe*], membership [*J'adhère*] or donation [*Je donne*]

Most of the process is now in English & doesn't present many problems for those who don't speak French. Where it isn't - or there are special instructions - this guide accompanies you through the process of making a single or recurring payment

Screenshots are from a mobile phone; layout will appear a little different on a laptop/PC/tablet, but the process itself and the items to complete are just the same. On a phone you just scroll down. You are taken to a second 'screen' to enter your card details within HelloAsso, the not-for-profit 'giving' site that Lanau uses to collect credit/debit payments

At one point you're invited to make a contribution to HelloAsso for its work, but that's entirely optional. They suggest an amount based on the size of your payment to Lanau, but you don't have to accept it. There's a slider to change the amount of any extra donation, plus a tick-box to say you don't want to make any extra donation at all

### Instructions

If you wish to make a monthly donation, click the appropriate box 'I donate every month'

If you want to choose the amount you pay (you may need to for a *sesshin*, for example), use the 'Free amount' box to enter the number of EUROS to pay Lanau/Tenborin Association

Ignore the 'Pay as an organisation' tick-box

You might want to create an account, but I don't think you have to.

Complete your contact details and date of birth ( *jj/mm/aaaa* means *dd/mm/yyyy* in English )

You need to use a *real* email to receive your payment confirmation

The screenshot shows a mobile browser interface for the HelloAsso website. At the top, there are navigation icons and a browser address bar showing 'https://www.helloasso.com/associations/zen-tenborin'. Below the address bar, there are flags for France and the United Kingdom. A green header bar contains a heart icon and the text 'My donation'. Underneath, there are two buttons: 'I donate once' (highlighted in green) and 'I donate every month'. Below these are four buttons for donation amounts: '20 €', '50 €', '100 €', and '150 €'. There is also a 'Free amount' field with a Euro symbol. Below this is a section titled 'My contact information' with a hamburger menu icon. This section contains a checkbox for 'Pay as an organization', a link for 'I already have a HelloAsso account: I am logging in', and four input fields: 'First name \*', 'Last name \*', 'Date of birth \*' (with a placeholder 'jj/mm/aaaa'), and 'Email \*'.

If you have any problems/questions,  
you're welcome to email John Brown :  
[johnb@izauk.net](mailto:johnb@izauk.net) for help

Address \*

Zip code \*

City \*

Country \*

France

\* Required fields

My summary

Country \*

Royaume-Uni

\* Required fields

My summary

Selection	Donation
Donation	20 €
Your contribution to HelloAsso <a href="#">Why?</a> - <a href="#">Modify</a>	3.90 €
Total	23.90 €

HelloAsso is a social and solidarity company, which provides its payment technologies to the organization for free [ZEN TENBORIN](#). A contribution to the functioning of HelloAsso, modifiable and optional, will be proposed to you before the validation of your payment.

I understand that HelloAsso is a social enterprise and confirm that I want to support it financially by finalizing my payment \*

I accept the [Terms and Conditions](#) of the service and I have read the [privacy policy](#) \*

\* Required fields

Validate and pay

When it comes to entering 'Country', you'll need to pick **Royaume-Uni** (which means UK). Scroll right down to the bottom of the list of options as it isn't in entirely alphabetical order...

Then by all means click the [underlined green link](#) to **Modify your contribution to HelloAsso**, or to tick the box in the pop-up dialogue that tells them you don't want to give them anything

You'll have to tick the two small boxes that indicate that you understand HelloAsso's role, and agree to their Terms & Conditions and Privacy Policy

At that point, you can click the '*Validate and pay*' button to be taken to the card payment screen

## The (via HelloAsso) Payment Section

Here everything is in French, but most of the boxes aren't hard to decipher.

*Montant de la transaction : ...* The amount of the payment (including any contribution to HelloAsso)

Note: this is in Euros, not £ sterling.

*Veillez saisir les informations de votre paiement : ...*  
Please fill in your payment details

*Numéro de carte : ...*  
Card number

*Date d'expiration: ...*  
Expiry date

*Mois : ... Month*      *Année : ... Year*

*Cryptogramme visuel : ...*  
3-digit CVV/CVC card security code

*Enregistrer cette carte : ...*  
Save this card for future use?

*Oui... Yes*      *Non... No*

*Je choisis un nom pour cette carte : ...*  
Give this card a name (if saving it for use again)

*(facultatif) ... optional*

*Valider ...*  
Confirm payment

*Annuler ...*  
Cancel the transaction

**LW-HELLOASSO**

Montant de la transaction :  
**21,00 €**

Veillez saisir les informations de votre paiement

Numéro de carte :

Date d'expiration :  
Mois : 01      Année : 2023

Cryptogramme visuel :  ?

Enregistrer cette carte :  
 Oui       Non

Je choisis un nom pour cette carte :  
 (facultatif)

**Valider**

Annuler

### Note:

*Assuming you've completed everything & confirmed the payment, you may (or may not) get a security challenge from your card provider as is common with online payments. Just complete that as usual*

**That's it !** - You've completed the process