
MBX BOOSTER CLUB PAYMENT PLATFORMS & FEES



3 PAYMENT PLATFORMS - 6CRICKETS, ACTIVE AND SQUARE

Each online payment platform is unique.

Many boosters include the processing fees outlined below into their prices.

6CRICKETS - Camps requiring a waiver

Please wait to finalize your event flyer so it will reflect the finalized price. Kathy Duffy will email you confirming the final price for your flyer or you can notify her that you want the price to remain the same. Boosters can run their own rosters for camps and events.

- Fees charged to Booster - Fees of approx 5% for each registration are charged to the booster to cover credit card and processing. (2% to 6Crickets for a management fee plus 2.9% plus .30 per transaction standard online fees). The price is rounded up to the next dollar above the 2%. These fees will appear on your General Ledger report sent to your treasurer.
 - Fees charged to the Purchaser - Purchasers additionally pay 2% fees added to the price of the camp.
 - FOR TOTAL EVENT PRICE, add Fees charged to Booster minus the Fees charged to the Purchaser. For example: If MBX inputs \$175 as the price in 6crickets, the total charged to the user will be \$179 to include the fees. So, if you want to have the purchaser pay a total of \$175, please adjust the price of the camp down to accommodate for the 2% Fees charged to the Purchaser.
 - Your income will be inflated due to the additional fees paid by the parent and these fees will be included in the total stripe fees you pay.
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ACTIVE - Booster Ask / Straight Donations

Active is not to be used for any other type of payment, like banquets or fundraisers - it is strictly for donations. Active includes a tax receipt and donation tracking.

- Fees: approx 5.62%
 - Requires a user account to make a payment. The receipt includes a tax receipt and the system holds these records. The SCO does not have to send a separate tax receipt for these donations. Weekly reports are set up and sent automatically to Booster Treasurers. Requests can be made to receive the reports more or less often, or turned off after the end of your season.
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MBX BOOSTER CLUB

PAYMENT PLATFORMS & FEES (cont)



SQUARE - Fundraising Events, Parent Events, Banquets, Performances, Media Guides, Sponsorships, Merchandise and Food Sales at events

Fees:

- Fees are charged by Square for each purchase.
- There are different fees for different sales avenues.
- Please review this helpful Square fee video overview to better understand Square's fees:
<https://www.youtube.com/watch?v=bMuxwTgBVEs>
 - For example, if you purchase a shirt from the vendor for \$20 and charge the athlete \$20, the Square fees will be deducted from the \$20, and the Booster Club will be billed for those fees. To avoid this, it's best to increase the item price slightly to cover the fees.

Other Notes:

- Square does not require an account to make a payment.
- Square does not generate a tax receipt.
- Boosters pull their own reports outlined in the MBX Booster Square Online Store Instructions and Reports Document at mbxfoundation.org>Booster Clubs>SCO tab
- Booster Fundraising Officer is responsible for informing their Booster Treasurer of online sales so the Booster Treasurer can check against the incoming funds recorded on the General Ledger provided by MBX. Un-named items will be categorized by Kathy Duffy under "other receipts" as a default GL category until the Booster indicates the sales item/category.

Deposits:

- Boosters can check their square deposits and match them with their general ledger.
 - Instructions for running the transfer deposit reports in square:
 - Log into square.
 - Search for 'transfer reports' in the search bar at the top.
 - Filter location for your booster name.
 - Look at each separate date for the net, total and fees.
 - Note - the full income amount is entered into the income account, like 325 special events or 330 fundraising. The fees are added to account 585 processing fees - you can check each transaction this way.
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