

# ONLINE TRANSMITTAL PAYMENT PORTAL

## **The Online Transmittal Process**



- Detachments submit transmittal(s) to the Department of Georgia through the Portal. Payments can be made by two methods, below are the fees. This is in addition to the Transmittal Payment.
- Credit Card = 3% fee
- EFT/ACH = \$0.25 fee (less than 1/3<sup>rd</sup> the cost of a stamp)
- We use EFT Corporation to process the transfer of transmittals and payment gateway
- Detachments will also be able to submit ROI's, NOD, and other forms through the portal.



### DETACHMENT ONLINE TRANSMITTAL PROCESS

#### OTHER FORMS THAT CAN BE SUBMITTED VIA THIS PORTAL





**Detachment** 

Paymaster
Can input
Some basic
information,
upload the
transmittal
& pay online



Register Fees Review Finish

\* Denotes a required field to fill in

#### Transmittal Form

Department Information



	* Denotes a required field to fill in		
	Transmittal Form  Department Information		
Add Detachment	Department Paymaster First Name *		
Paymaster Information	Department Paymaster Last Name *		
	Department Phone (including area code) *		
	Department Email *		
	Verify Department Email *		
	Department State Abbreviation *		
	Department Recieved Date *		
	Division *		
	Detachment Number *		

Enter count for each group on transmittal

Rate includes
National &
Department
Dues Combined







Gold Card and Plastic Card Reprint	Total Gold Card Reprints(Only for LIFE Members)- CARDG \$20.00 per  Total Plastic Card Reprints -CARDP \$10.00 per	
Upload Transmittal File	File Upload Instructions: Please upload the Transmittal Form  Upload File: Choose File No file chosen Note: PDF Files are Preferred  (Acceptable upload file types are .doc, .docx, .pdf or any image file)  (This file upload is a required field)	
Upload Application, Transfer, & Notice of Death Forms	File Upload Instructions: Please upload Application Forms for New and Reinstating Members, Transfers Forms, and Notice of Death Forms  Upload File: Choose File No file chosen (Acceptable upload file types are .doc, .docx, .pdf or any image file)	

Click Continue to
Proceed to the
Next Step

Marine Corps League



Finish Register Review **Event Fees** Please select the appropriate fee(s) and then press the "Continue Registration" button. **Review for accuracy** Renewal Regular Member R @ R-\$20.00 - \$20.00 Ready to check out Reinstate (Optional Fee) R/I - \$20.00 **And Pay** What would you like to do now? OR I'm done and want to checkout and pay I'm done but want to register someone new for this event or another listed event (combines payments at checkout for all registrations) Add another Continue Registration Transmittal to This registration is not yet completed. combine payment Failure to press the Continue Registration button will cancel the registration.





#### Please Complete your Registration

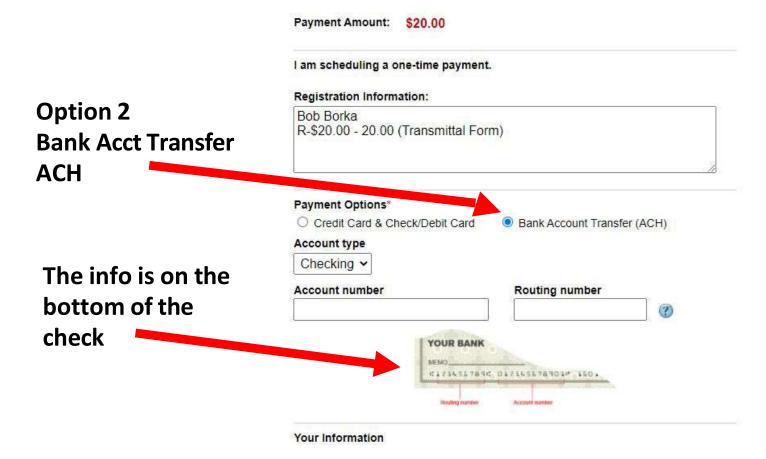
You are not finished with this registration. Exiting the registration process at this point will cancel your registration.





	Continue the registration process here by selecting a method of payment and reviewing your contact/billing information.
	Payment Amount: \$20.00
	I am scheduling a one-time payment.
This will be the Paymaster	Registration Information:
& All Payments by type	Bob Borka R-\$20.00 - 20.00 (Transmittal Form)
Payment Options	
1 Credit or Debit Card	Payment Options*
	Credit Card & Check/Debit Card     Bank Account Transfer (ACH)
	Card number Security Code (CVV2)
	Expiration date
	1 - January VISA DISCOVER DISCOVER





Your Information



# **Enter all information**

First Name *	Last Name *
Billing Address*	
City*	State* Zip*
U.S. Phone (912) 677	- 3394
Email*	
ga.paymaster@gmail.com	

If the info is correct click "Review Your Payment"

Review Your Payment >>

# Review your transmittal & payment details

If correct click each box to confirm information and payment authorization

If everything is correct click "Submit Your Payment"

Otherwise Click "Return to input screen"

Please verify the information below before clicking "Submit Your Payment" to complete the process.

#### Payment Information:

Amount: \$50.00 Processing Fee: \$0.25

Payment Amount: \$50.25 U.S. Currency

Account type: Checking Account Number: 8902034956733 Routing Number: 044000804

#### Name and Contact Information:

Name: Edward Gizara

Address: 5710 Ogeechee Rd STE 200 / Box 264

Address: Savannah, GA 31416 Phone: (912) 677-3394 Email: ga.paymaster@gmail.com

Be sure to review the language of the agreement statement(s) below and check the related checkbox(es) before proceeding.

An email confirmation will be sent to: ga.paymaster@gmail.com. I have reviewed my email address and it is correct as displayed here.

By checking this box, I confirm my authorization of a Single\One-time Payment in the amount of \$50.25 to be debited from my checking account on 02/07/2025 as specified by my entry of the information above.

Submit Your Payment >>

OR

<< Return to Input Screen





Congratulations, Your transaction is complete **Transaction Complete** 

Thank you for your payment.

For questions about this payment, please refer to payment number 10AC8391 in your correspondence.

#### REGISTRATION INFORMATION:

**Edward Gizara** 

N-\$25.00 - 25.00 (Transmittal Form)

Edward Gizara

NAM-\$25.00 - 25.00 (Transmittal Form)

Record your "Payment Roumber on your Transmittal

Receipt

Payment Number: 10AC8391

Edward Gizara, your one-time payment in the amount of \$50.25 will be debited from your checking account on 02/07/2025.

[Print this page]

Print this page for your files,

Please click here to finalize your registration

then click "Please click here to finalize your registration"

## <u>Transmittal Submissions – Electronically</u>



If everything processes properly, you will receive an email that your Payment & Transmittal have been received.

If you have any Questions or Issues, please contact Edward Gizara, Department Paymaster <a href="mailto:ga.paymaster@gmail.com">ga.paymaster@gmail.com</a> (912) 677-3394