

## How to sign up for RefPay

1. Go to refpay.com
2. Click on the red banner in the upper right corner that says "Sign Up Today!"
3. It will ask you "type of user". Select "Sports Official" and click "Next"

**ArbiterPay** The current time is 10/13/2014 02:20 PM

**Register**

**Registration Form - Step 1 of 8**

Type of User \*

Type of User

- Sports Official
- Sports Official - Canadian
- Paying Administrator
- Paying Administrator - Canadian
- School - Municipality
- Auditor

\* Indicates a Required Field

Next Cancel

4. Complete the registration form, and click "next"

**ArbiterPay** The current time is 10/13/2014 02:28 PM

**Register**

**Registration Form - Step 2 of 8**

**User Information**

Title: Mr

First Name(s): \*

Middle Name/Initial:

Last Name(s): \*

Company Name  
(Only if Company is Account Owner):

Date of Birth: \* mm / dd / yyyy (mm/dd/yyyy)

Driver's License:

\* SSN TIN

SSN: \* - - (Verified by IRS)

Federal TCC#:

Country of Residence: United States

Country of Citizenship: United States

E-mail Address: \* stephen@fhapc.com

Confirm E-mail Address: \* stephen@fhapc.com

Home Phone:

Office Phone:

Mobile Phone:

Fax:

Preferred Language: English

\* Indicates a Required Field

Back Next Cancel

5. Complete page two of the registration page for your physical address. Click "Next".

The screenshot shows the ArbiterPay registration interface. At the top, the logo "ArbiterPay" is displayed with the text "The current time is 10/13/2014 02:32 PM". Below the logo is a "Register" button. The main heading is "Registration Form - Step 3 of 8". The form is titled "Physical Address" and contains the following fields:

- Address: \* (Redacted)
- Address (2nd Line):
- City: \* (Salem)
- Country: \* (United States)
- State / Province / Region: \* (OR)
- Zip / Postal Code: \* (97302)

At the bottom of the form, there is a note: "\* Indicates a Required Field" and navigation buttons: "Back", "Next", and "Cancel".

6. Complete page three of the registration page. IF your mailing address is the same as your physical address, you can select the box labeled "Same as Physical Address". Click "Next".

The screenshot shows the ArbiterPay registration interface. At the top, the logo "ArbiterPay" is displayed with the text "The current time is 10/13/2014 02:34 PM". Below the logo is a "Register" button. The main heading is "Registration Form - Step 4 of 8". The form is titled "Mailing Address" and contains the following fields:

- Same As Physical Address
- Name: \* (Redacted)
- Address: \* (Redacted)
- Address (2nd Line):
- City: \* (Salem)
- Country: \* (United States)
- State / Province / Region: \* (OR)
- Zip / Postal Code: \* (97302)

At the bottom of the form, there is a note: "\* Indicates a Required Field" and navigation buttons: "Back", "Next", and "Cancel".

7. Complete the form with your bank account information. The information can be gathered from a check. At the bottom of the form, it asks you if you would like to have the funds you are paid directly transferred to your checking account. If you would like that, it costs \$1.50 per transfer, and you are able to select the date of the transfer (i.e. the first of every month) or when the account balance reaches a certain amount. Click "Next".

Register

Registration Form - Step 5 of 8

**Bank Account Information**

Bank account information is not required to create a ArbiterPay account. However, bank account information allows the user to receive payments by direct deposit and/or fund their ArbiterPay account. Users will only be able to receive payments via check or ArbiterPay debit card if bank account information is not provided.

Bank Name: [Redacted] ?

Address: [Redacted]

City: Salem

State: Oregon

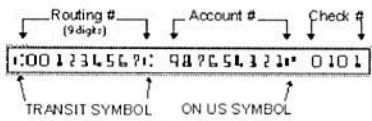
Routing Number: [Redacted] ? [Look it up](#)

Re-enter Routing Number: [Redacted]

Account Number: [Redacted]

Account Type: Checking

Name on Account: [Redacted] ?



**Preferences**

Would you like to have your funds automatically transferred to your bank account when they become available?  Yes  No

**Automatic Transfer ?**

When Balance Reaches Amount in USD: 2.00

- or -

On Date: [Dropdown]

Back Next Cancel

8. Select and answer a security question. Click "Next".

Register

Registration Form - Step 6 of 8

**Security Question**

Question: \* In what city were you born? (e.g. Philadelphia)

Answer: \* [Redacted]

\* Indicates a Required Field

Back Next Cancel

9. Create a user name, password, and four digit security code. You can also choose to receive an ArbiterPay Debit card (BEWARE, there are charges per transaction). It asks if you receive game

assignments through ArbiterSports – select yes, then enter your Arbiter.com log in information. Click “Next”.

**ArbiterPay** The current time is 10/13/2014 02:53 PM

**Register**

**Registration Form - Step 7 of 8**

**Preferences**

Username \*:  (E-mail address recommended)

Password \*:

Confirm Password \*:

Security Key/PIN: \*  (4 Digits – Numeric Only e.g. 5555)

Would you like to order a ArbiterPay debit card? \*  Yes  No

Do you receive games assignments through ArbiterSports? \*  Yes  No

**ArbiterSports Account Details**

Entering this information will automatically link your ArbiterSports and ArbiterPay accounts together.

ArbiterSports Email:  (Used to access ArbiterSports)

ArbiterSports Password:  (Used to access ArbiterSports)

\* Indicates a Required Field

10. Click “view” to see the terms and conditions, then select the box agreeing to the conditions. Click “Send”.

**ArbiterPay** The current time is 10/13/2014 02:58 PM

**Register**

**Registration Form - Step 8 of 8**

**Terms & Conditions**

I Agree to these Terms & Conditions \* [View](#)

\* Indicates a Required Field

11. You may get a security alert regarding if the computer is recognized a computer you regularly log on with. Answer your security question, then select if you are a public or private computer. Click “Submit”.

**ArbiterPay** The current time is 10/13/2014 03:01 PM

**Security**

**Security Alert**

**Security Question**

We do not recognize this as a trusted computer for your ArbiterPay account. Please answer the security question below so that we may confirm your identity.

(Note: your answer does not need to be case-sensitive. Answers entered in upper or lowercase are recognized as the same, however, all characters and digits must match.)

In what city were you born? (e.g. Philadelphia)

this is a PUBLIC computer. Do NOT add it to my account as a trusted computer.  
 this is a PRIVATE computer. Please add it to my account as a trusted computer.

Enhanced Login Security is the industry standard to protect consumer accounts from unauthorized account access and fraud. ArbiterPay has implemented this technology to protect your accounts and to strengthen the security of our payment network. This technology protects your identity every time and everywhere you login, making your online experience secure and safe.

Enhanced Login Security identifies you as the true "owner" of your account. Now, not only will your password be recognized, your computer will be recognized as well. If we don't recognize your computer - for example, you've logged in from a public or private computer you haven't used before - you will be prompted to provide information that only you know. This additional step will defend against unauthorized access to your accounts. **All ArbiterPay users will be required to choose and answer challenge questions for lost password retrieval and Enhanced Login Security verification.**

12. It will take you to the account home screen. You are done setting up your account.

**ArbiterPay** You are logged in as [username] | You have 1 open invoice | Transactions & History | Settings

**Accounts**

**Summary**

Account Creation Date	Account Number	Account Type	Currency	Default Date	Available Balance	Current Balance
10/13/2014 03:01 PM	123456789	Payment, New Account	USD	USD	\$0.00	\$0.00

**Card Accounts**

Account Name	Card Number	Card Account Type	Expiration	Status
ArbiterPay New Card Account	1234 5678 9010 1111	ArbiterPay	12/14 - 12/15	Active

**ArbiterPay New Card Account**

Activation Date	Card Number	Expiration	Status
10/13/2014 03:01 PM	1234 5678 9010 1111	12/14 - 12/15	Active

Found Card