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# MBX BOOSTER CLUB PAYMENT PLATFORMS & FEES

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## 3 PAYMENT PLATFORMS - 6CRICKETS, ACTIVE AND SQUARE

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### **6CRICKETS - Camps requiring a waiver**

- Submit the MBX Booster Camp Registration Form found on the MBX website under SCO Forms. MBX will create your camp registration in 6Crickets and email you a link for your review.
- Finalize your event flyer when you have received confirmation that the camp site is live and all pricing has been approved by your booster organization.
- Boosters are responsible to run their own rosters for camps and events.
- Fees of approximately 5% are charged to the booster by 6Crickets (2% for a 6Crickets management fee and 2.9% plus \$0.30 per transaction for credit card processing fees). These fees will appear on your General Ledger report in account 585 Processing Fees.
- 6Crickets also charges a fee of 2% to parents on transactions. Boosters must decide if they would like parents to pay this fee or if the booster would like to absorb this fee. For example, if a booster wants to charge \$175 for a camp, the charge to the parent would be \$179 if the booster does not absorb the fee. However, if the booster decides to absorb the fee, the revenue to the booster gets decreased by the parent fee of approximately \$4 (plus fees charged to the booster as discussed above).

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### **ACTIVE - Booster Ask / Straight Donations**

Active is our payment platform for Asks and donations. Active should not be used for any other payments (such as apparel, sponsorships, banner donations, or banquets). Active generates a tax receipt upon checkout and provides the booster with donation tracking reporting.

- Active charges processing fees of approximately 5.62%.
- Users are required to create an account to make a payment in the platform.
- Boosters do not have to send separate tax receipts for donations.
- Enrollment and Donation reports are set up and sent automatically to Booster Treasurers weekly. Requests can be made to receive the reports more or less frequently, or turned off after the end of your season.

# MBX BOOSTER CLUB PAYMENT PLATFORMS & FEES (cont)



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

- **Boosters CANNOT accept Square for payment of Asks.**
- Fees are charged by Square for each purchase and recorded into GL account 585 "Processing Fees".
- Please review this helpful Square fee video to better understand Square's fees:  
<https://www.youtube.com/watch?v=bMuxwTgBVEs>
- Square does not generate tax receipts.
- Instructions for boosters to download their Square reports and sales details are outlined in the **MBX Booster Square Online Store Instructions and Reports Document**.
- Booster Treasurers are responsible for confirming amounts in GL against incoming funds recorded on the General Ledger provided by MBX. Square sales and fees are automatically recorded in the GL on a daily basis.
- Improperly coded products will be assigned to account 335 "Other Receipts" as a default GL category until the Booster indicates the sales item/category.

**For financial questions or additional info contact the MBX Foundation Controller:**  
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