

1.1. How to Setup Stripe Payment Facility.

To enable your customers to buy from you online, we need to link your OurLocal website to a Stripe payment facility account.

We need YOU to do the following:

> **Create a Stripe Account**

This will enable you to take payment online from your customers.

> **Add us to your Stripe Account as a 'Developer'**

We can then do all of the technical work required to link up your website.

Important Note:

As a 'Developer', We cannot manage team members on your Stripe account, update your bank account information, or edit payout settings.

Here's a step-by-step guide to get your Website ready to take orders.

1. Create Your Stripe Account at

<https://dashboard.stripe.com/register>

> **Fill in the boxes to set up your Account.**

You will receive a confirmation email from Stripe.

> **Click on the link in that 'email'.**



sales@ourlocal.uk

A screenshot of the Stripe account creation page. The page is titled "Create your Stripe account" and features a list of benefits on the left and a registration form on the right. The form includes fields for Email, Full name, Password, and Confirm password, along with a "Create account" button. A yellow circle highlights the Email field, and a mouse cursor is pointing at it. The Stripe logo is visible at the top left of the page.

stripe

- ✓ **Quick and free sign-up**
Enter your email address to create an account.
- ✓ **Global payment methods**
Accept credit cards, Apple Pay, ACH, IDEAL and more.
- ✓ **Start accepting payments**
Use Stripe's API or pick a pre-built solution.

Create your Stripe account

Email

Full name

Password

Confirm password

Have an account? [Sign in](#)

Don't email me about product updates
If this box is left unchecked, Stripe will occasionally send helpful and relevant emails. You can unsubscribe at any time. [Privacy Policy](#)

2. Activate your Stripe Account

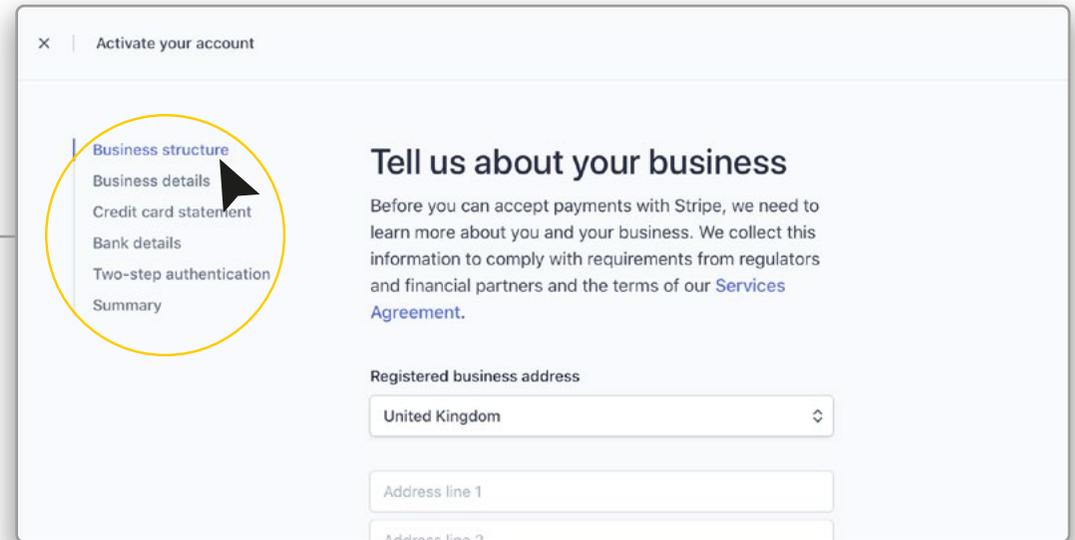
Fill in the boxes to complete the set up of your Account.

> Complete your Business Details as prompted.

Make sure you complete all of the sections - including Bank Details etc to enable you to take payment from your customers.

> Activate Your Stripe Account.

You'll receive an email from Stripe asking you to Activate Your Stripe Account.



Activate your account

Business structure
Business details
Credit card statement
Bank details
Two-step authentication
Summary

Tell us about your business

Before you can accept payments with Stripe, we need to learn more about you and your business. We collect this information to comply with requirements from regulators and financial partners and the terms of our [Services Agreement](#).

Registered business address

United Kingdom

Address line 1

Address line 2

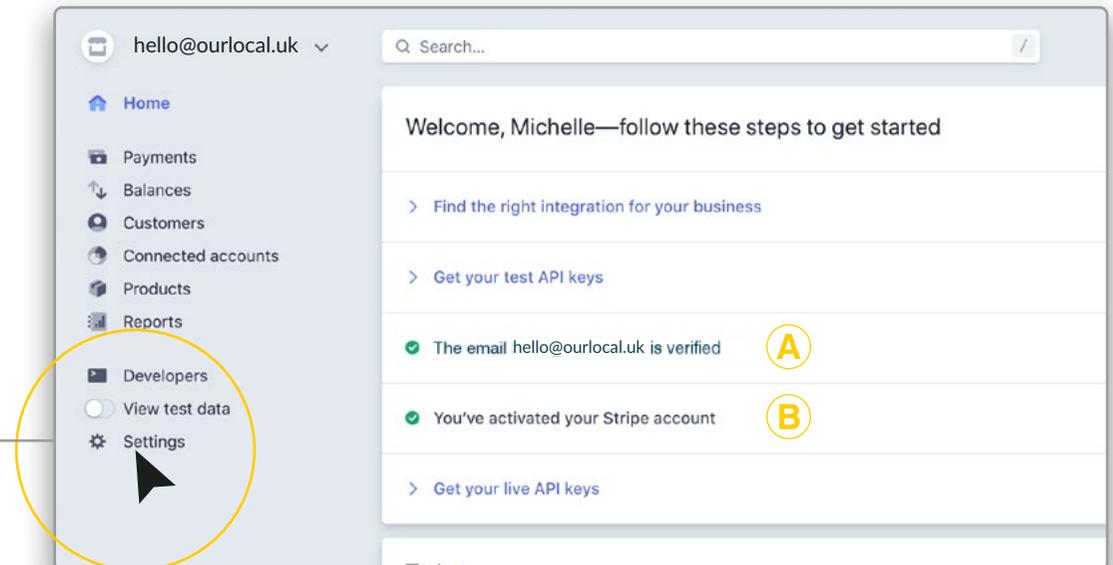
3. Add us as a 'Developer'

Your Stripe Dashboard will now show:

- Your email address has been verified. (A) and
- You've activated your Stripe account. (B)

We now need you to:

> Click 'Settings'



hello@ourlocal.uk

Search...

Home

Payments

Balances

Customers

Connected accounts

Products

Reports

Developers

View test data

Settings

Welcome, Michelle—follow these steps to get started

> Find the right integration for your business

> Get your test API keys

✓ The email hello@ourlocal.uk is verified (A)

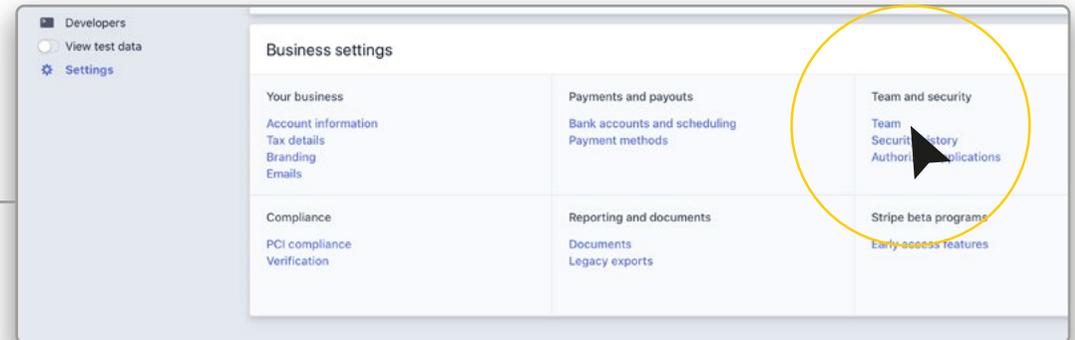
✓ You've activated your Stripe account (B)

> Get your live API keys

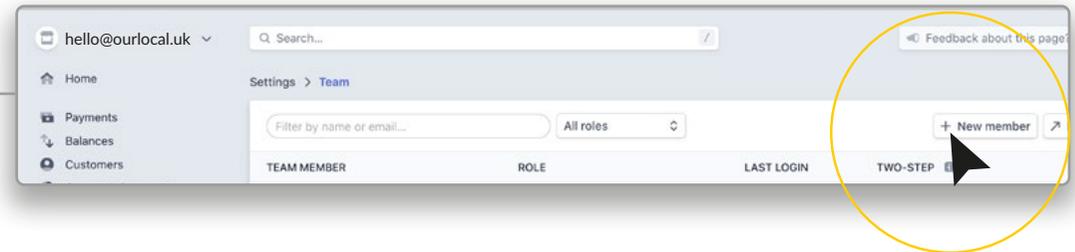
4.1. Add us as a 'Developer' (continued)

When in 'Settings' -

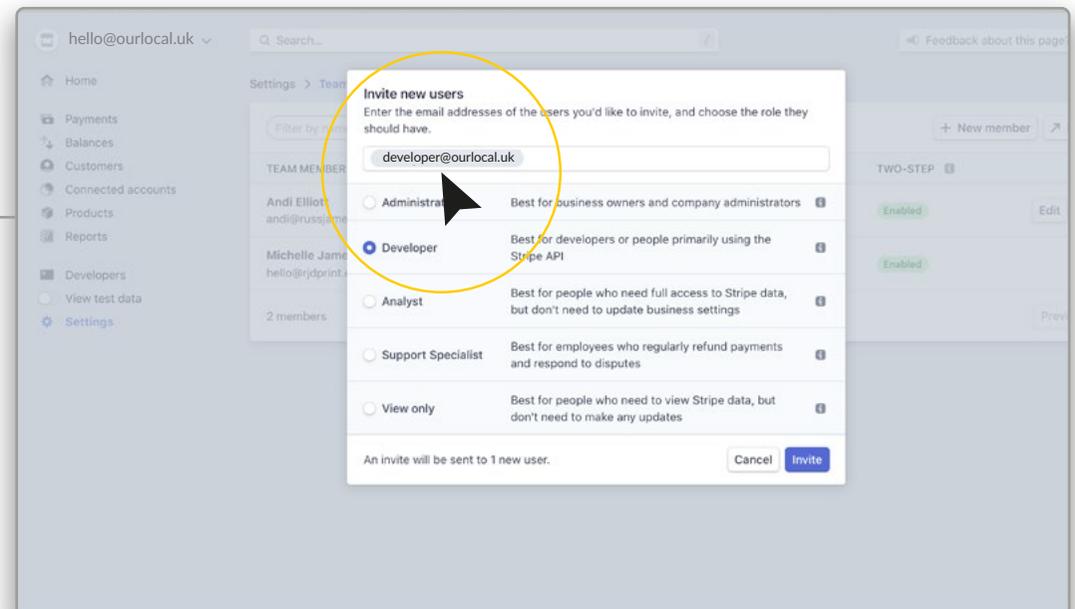
> Click - 'Team'



> Click - '+ New Member'

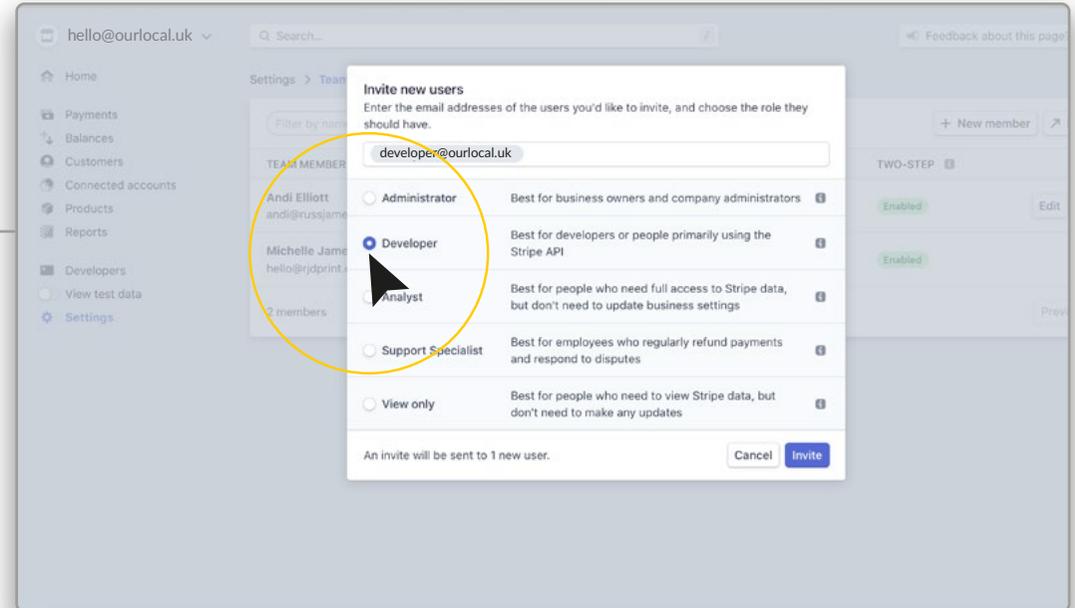


> Add our email address:
developer@ourlocal.uk

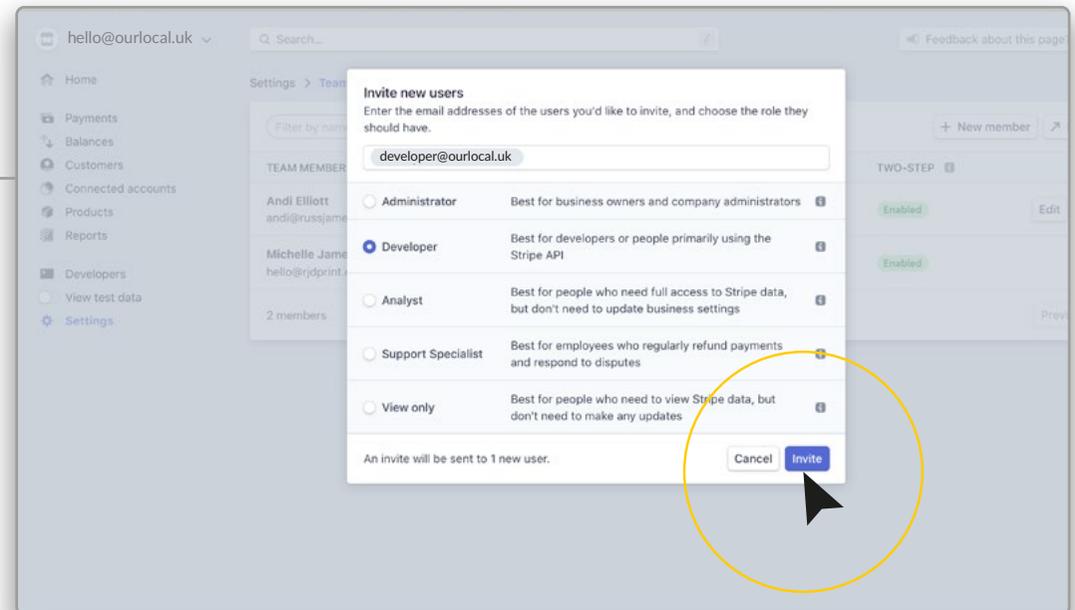


4.2. Add us as a 'Developer' (continued)

> Select - 'Developer'



> Click: - 'Invite'



YOUR DONE!

We can now link your website to Stripe and test that everything is working, We will send you an email to confirm when it is set up.