



PayPal Payment Steps for SCAN Self-Assessment

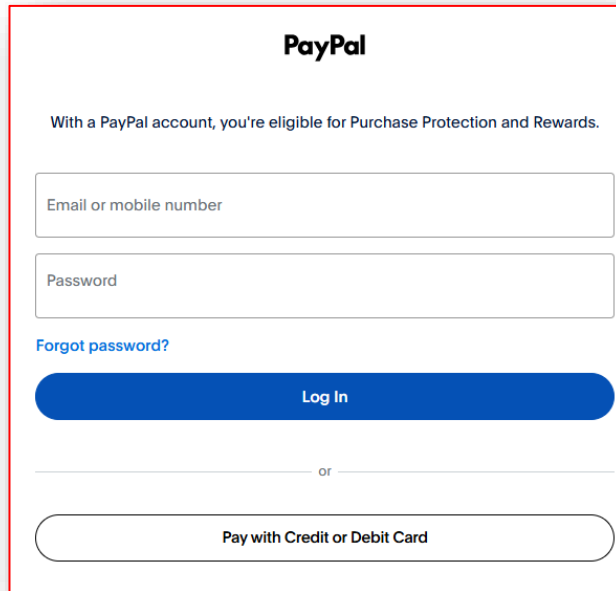
SCAN Program Management Team (PMT)

July 2025

PayPal Payment Methods

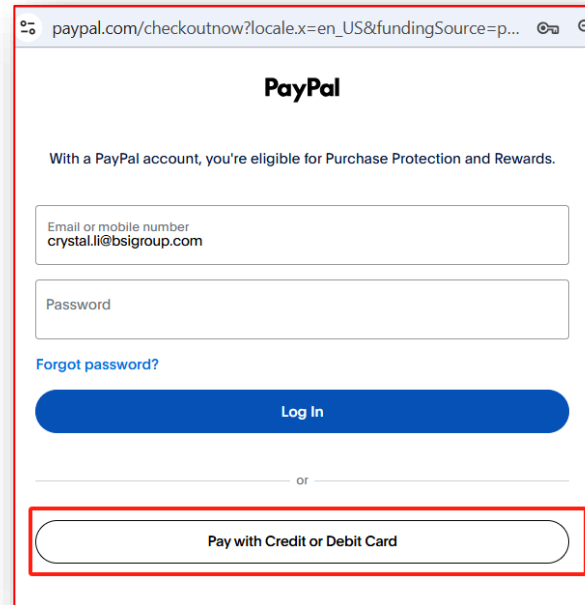
Once the location has filled all required information in the SCAN Portal for the assigned SCAN Self-Assessment, there will be two methods to arrange the payment online.

Method 1: Pay with PayPal Account



The screenshot shows the PayPal login interface. At the top is the PayPal logo. Below it, a message states: "With a PayPal account, you're eligible for Purchase Protection and Rewards." There are two input fields: "Email or mobile number" and "Password". A link for "Forgot password?" is located below the password field. A blue "Log In" button is positioned below the input fields. At the bottom, there is a link that says "or" followed by a button labeled "Pay with Credit or Debit Card".

Method 2: Pay with Credit or Debit Card



This screenshot is identical to the one for Method 1, showing the PayPal login page. However, the "Pay with Credit or Debit Card" button at the bottom is highlighted with a red rectangular border, indicating the selected payment method.

Method 1: Pay with PayPal Account

Once the Location Information, Business Profile, Question, Summary are completed in the SCAN system, you will see the payment page:

1. Click the “**PayPal**” Logo
2. Enter your PayPal Account email or mobile number and password, then click “**Log in**”.
3. The bank information you set up in your PayPal Account will then be displayed and click “**Complete Purchase**” to complete the payment

1

[Location Information](#)
[Business Profile](#)
[Question](#)
[Summary](#)
[Payment](#)

Please complete all the sections to submit your audit. You may click the corresponding section to review your answers.

This audit requires a payment to process.

Audit Price: 105 USD

Click the below **PayPal** button to make payment. This action will open a model window where you will be able to Log In to your PayPal account or use Guest Checkout to make a secure payment.

PayPal

2

PayPal

With a PayPal account, you're eligible for Purchase Protection and Rewards.

Email or mobile number

Password

[Forgot password?](#)

Log In

or

Pay with Credit or Debit Card

3

paypal.com/webapps/hermes?flow=1-P&ulReturn=true&locale.x=...

PayPal \$105.00 USD

Ship to [Address] [Change](#)

Pay with

China Union Pay ¥782.32 CNY

Debit [Card Number]

☐ Make this my preferred way to pay

PayPal's conversion rate: 1 CNY = 0.13422 USD
[See currency options](#)

[+ Add credit or debit card](#)

Complete Purchase

To help make sure this payment is successful, we'll first try ¥1.00 CNY on your card – this will usually drop off your card within one business day.

[Cancel and return to BSI America Professional Services Inc](#)

Method 2: Pay with Credit or Debit Card

If you don't have a PayPal account, you can pay with a credit or debit card directly:

1. Click the “**PayPal**” Logo
2. Click “**Pay with Credit or Debit Card**” under “Log In”
3. Enter your financial details and click “**Pay Now**”

*Attention:

- The mobile number must be local to the country/region you have selected.
- According to PayPal's policy, Guest Checkout may not be available in some countries. If this is the case, you will need to arrange payment via Method 1, as described on previous pages.

1

✓ Location Information ✓ Business Profile ✓ Question ✓ Summary ! Payment

Please complete all the sections to submit your audit. You may click the corresponding section to review your answers.

This audit requires a payment to process.

Audit Price: **105 USD**

Click the below PayPal button to make payment. This action will open a model window where you will be able to Log In to your PayPal account or use Guest Checkout to make a secure payment.



2

paypal.com/checkoutnow?locale.x=en_US&fundingSource=p... 🔒 🔍

PayPal

With a PayPal account, you're eligible for Purchase Protection and Rewards.

Email or mobile number
crystal.li@bsigroup.com

Password

[Forgot password?](#)

Log In

or

Pay with Credit or Debit Card

3

PayPal \$105.00

Pay With Debit or Credit Card

Your financial details won't be shared with the seller.

Country/Region
China

Email
crystal.li@bsigroup.com

Phone type
Mobile

Phone number
+86

Card number

Expiration date

CSC

Pay Now

☒ Shipping same as billing address

Save info & create your PayPal account

You confirm that you are of legal age and agree to the PayPal [Privacy Statement](#).

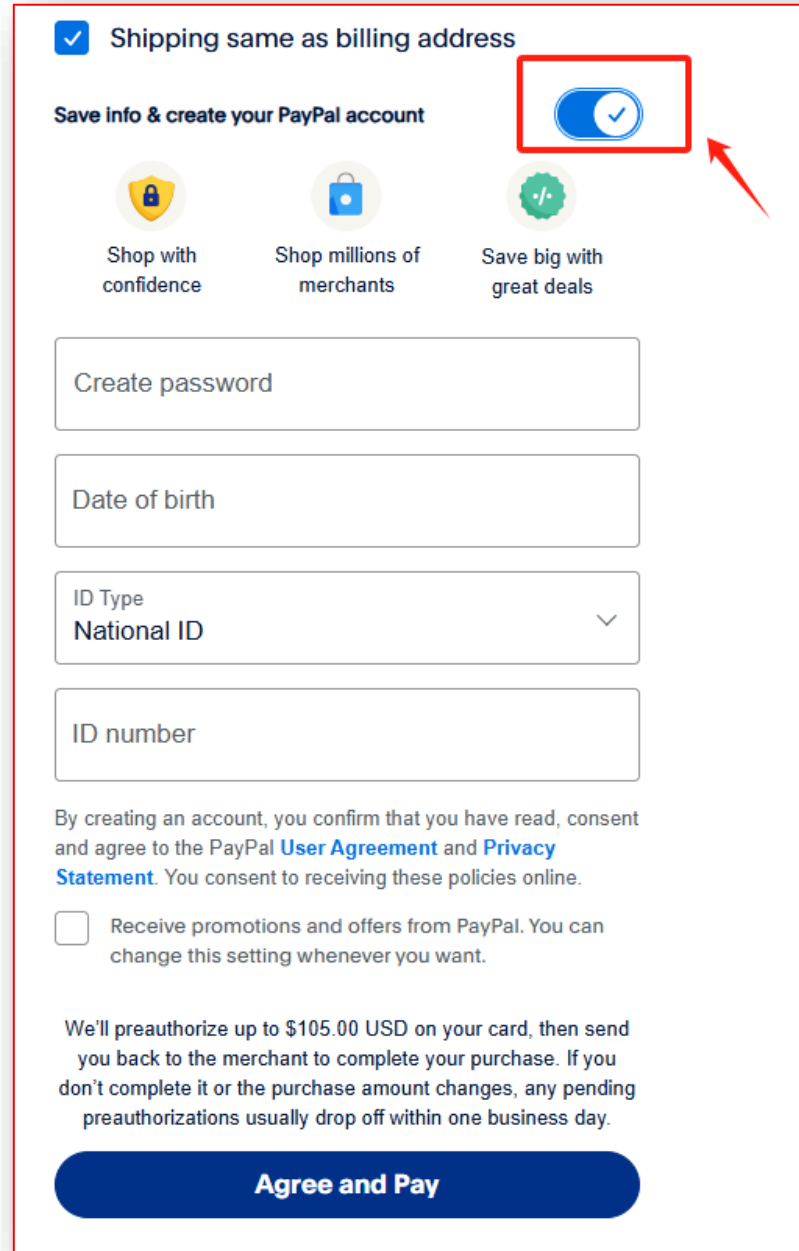
We'll preauthorize up to \$105.00 USD on your card, then send you back to the merchant to complete your purchase. If you don't complete it or the purchase amount changes, any pending preauthorizations usually drop off within one business day.




Method 2: Pay with Credit or Debit Card




With this method, you can also create a PayPal account at the same time:

- Under Bill information, you can enable **“Save info & create your PayPal account”** to create the PayPal Account and Password
- Click **“Agree and Pay”** to complete the payment



☒ Shipping same as billing address

Save info & create your PayPal account 

 Shop with confidence  Shop millions of merchants  Save big with great deals

Create password

Date of birth

ID Type
National ID

ID number

By creating an account, you confirm that you have read, consent and agree to the PayPal [User Agreement](#) and [Privacy Statement](#). You consent to receiving these policies online.

☐ Receive promotions and offers from PayPal. You can change this setting whenever you want.

We'll preauthorize up to \$105.00 USD on your card, then send you back to the merchant to complete your purchase. If you don't complete it or the purchase amount changes, any pending preauthorizations usually drop off within one business day.

Agree and Pay

Audit Submission



Once you have completed your payment, you will need to return to the SCAN system and click “**Submit**” at the top right of the page to submit the audit.

A screenshot of the SCAN audit submission interface. At the top left, the word "FURNITURE" is displayed next to a "More Info" link. In the top right corner, there is a red "Submit" button with a red arrow pointing to it. Below this, there is a black "Submit" button. At the bottom of the interface, there are four green checkmarks followed by the text: "Location Information", "Business Profile", "Question", and "Summary".

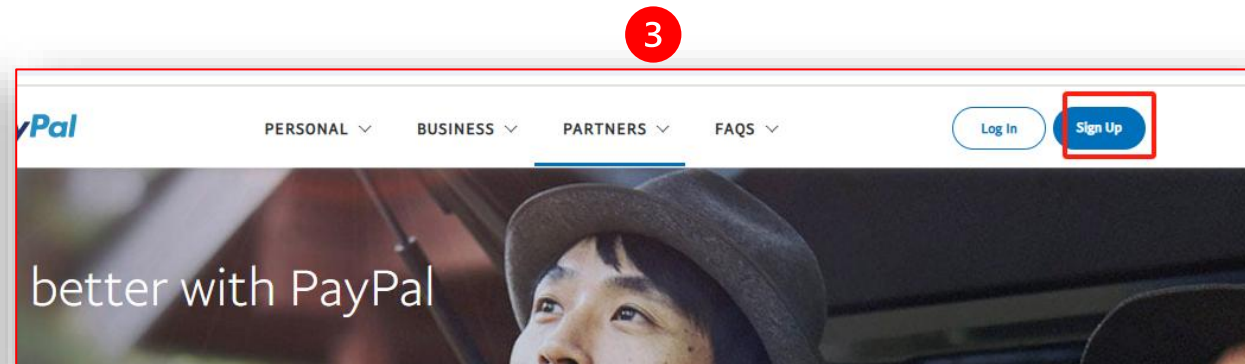
- *After making a payment, if you are unable to submit an audit, please verify the following possibilities:
- Confirm that the bank card shows that the payment was successful.
 - If the balance is sufficient but the payment is unsuccessful, please contact your bank to find out why. For example, does the bank card support PayPal payments and USD transactions? Has the bank card been verified? Frequent transactions may trigger risk control etc.
 - If the “**Pay with credit or debit card**” method is not available in your country, please create a PayPal account first according to the instructions on the next slides.
 - If the debit is successful but the audit cannot be submitted, please contact SCAN at SCAN@scriskolutions.com.

PayPal Account Creation Steps at PayPal Website

- *This is for locations who want to create an account on the PayPal website before arranging payment in the SCAN system.*

Create PayPal Account

1. Got to PayPal home page: <https://www.paypal.com>
2. To switch your preferred languages, scroll down to the bottom of the page
3. Click “**Sign Up**” at the top right of homepage



Create PayPal Account

4. Select “**Individual Account**” or “**Business Account**”. The following example uses the “**Individual Account**” option

5. Enter Mobile number and click “**Next**”

6. You will receive a code at your mobile phone and input the code



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PayPal is a secure, easy way to pay and get paid

☒ **Individual Account**

- Buy from overseas merchants with confidence with PayPal buyer protection & free return shipping.
- Receive & send payments from all over the world.

Kind reminder: To protect your transaction safety signups need ID verification. **Chinese nationals** must use Name in Chinese Characters from **National ID**. Pinyin is not allowed. **Non-Chinese nationals** must use name from **Passport**.

☐ **Business Account**

Accept debit and credit card payments, and get paid quickly. You need to provide:

- Business owner information (shown as “legal representative” on your business license)
- Business license
- Legal representative’s ID document

NOTE: We offer “trade name” field for cases where your trade name is different from your business name. “trade name” is editable while “business name” is not after signup.

Next

5

Sign up for PayPal

First, add your mobile number

Code: +86

Mobile number

Phone number is required.

By continuing, you confirm that you’re the owner or primary user of this mobile phone number. You agree to receive automated texts to confirm your phone number. Message and data rates may apply.

Next

6

Sign up for PayPal

Confirm your phone

Code sent to +86 136 8250 7385

Resend code

Call me with a code

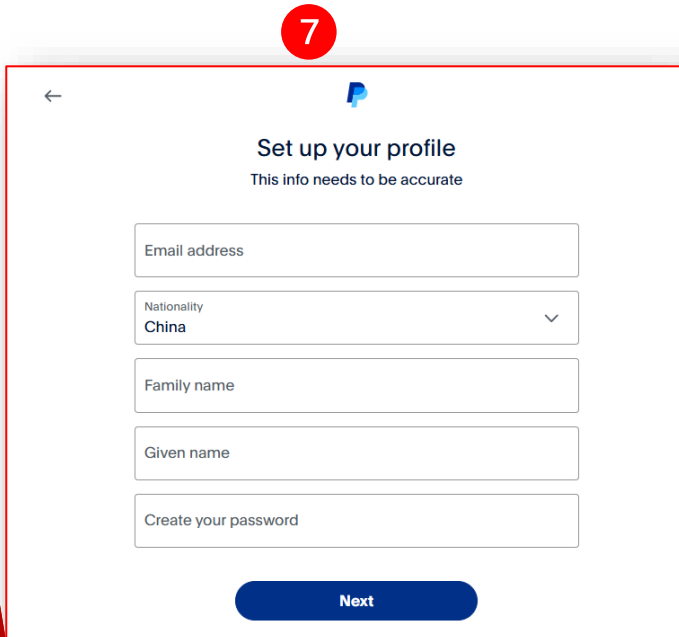
Create PayPal Account

7. Enter your profile, family name and given name is your name on ID card, then click **“Next”**

8. Add your address and click **“Agree and create account”**

9. Click **“Not Now”**

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Set up your profile
This info needs to be accurate

Email address

Nationality
China

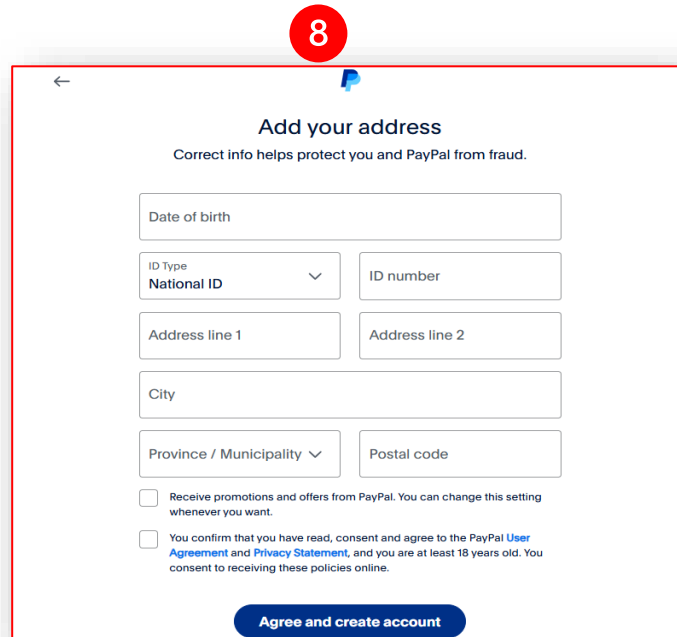
Family name

Given name

Create your password

Next

8



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Add your address
Correct info helps protect you and PayPal from fraud.

Date of birth

ID Type
National ID

ID number

Address line 1

Address line 2

City

Province / Municipality

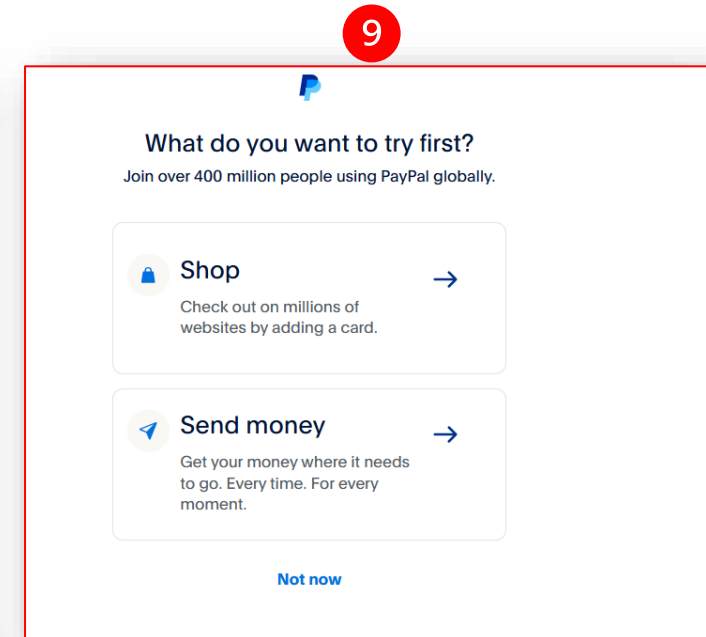
Postal code

☐ Receive promotions and offers from PayPal. You can change this setting whenever you want.

☐ You confirm that you have read, consent and agree to the PayPal User Agreement and Privacy Statement, and you are at least 18 years old. You consent to receiving these policies online.

Agree and create account

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←

What do you want to try first?
Join over 400 million people using PayPal globally.

Shop
Check out on millions of websites by adding a card.

Send money
Get your money where it needs to go. Every time. For every moment.

Not now

Create PayPal Account




10. Enter your debit or credit card information and click “**Link Card**”


11. You will receive a code sent to your mobile phone, enter the code and click “**Confirm**”

12. Click “**Done**”

10




Link a card



Card type

Select your card type

Security code



Billing address

Yujing, Futian, Shenzhen, GUANGDONG, 5

Link Card

Not now

11

Confirm your card

Re-enter your card's security code along with the confirmation code we sent to your mobile number. This helps keep your account secure.


Confirmation code


Resend

Confirm

Finish later

12





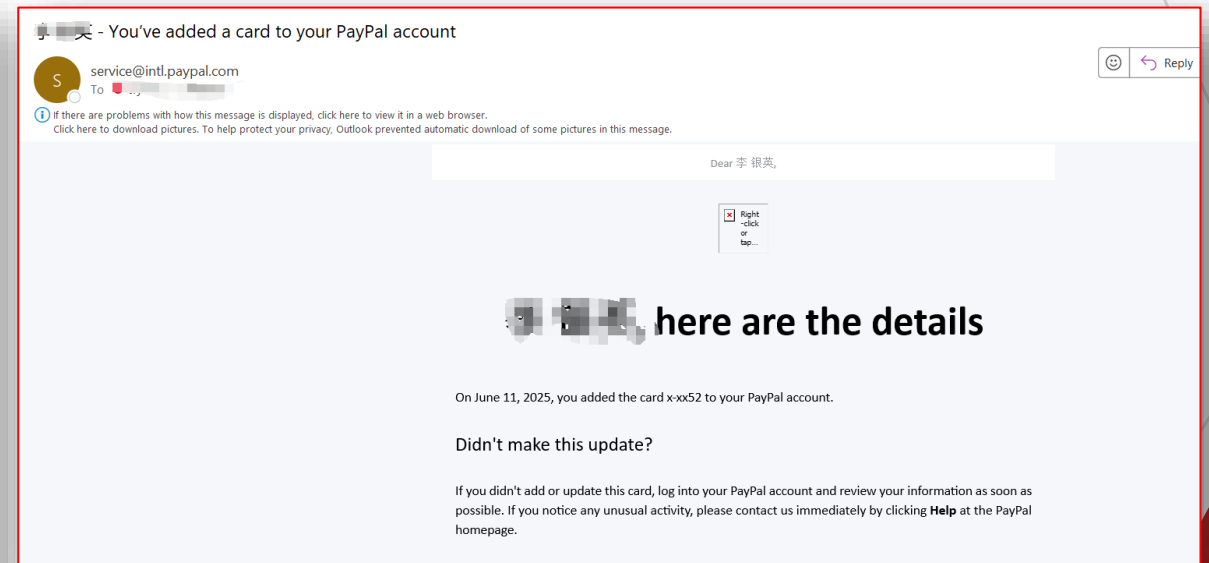
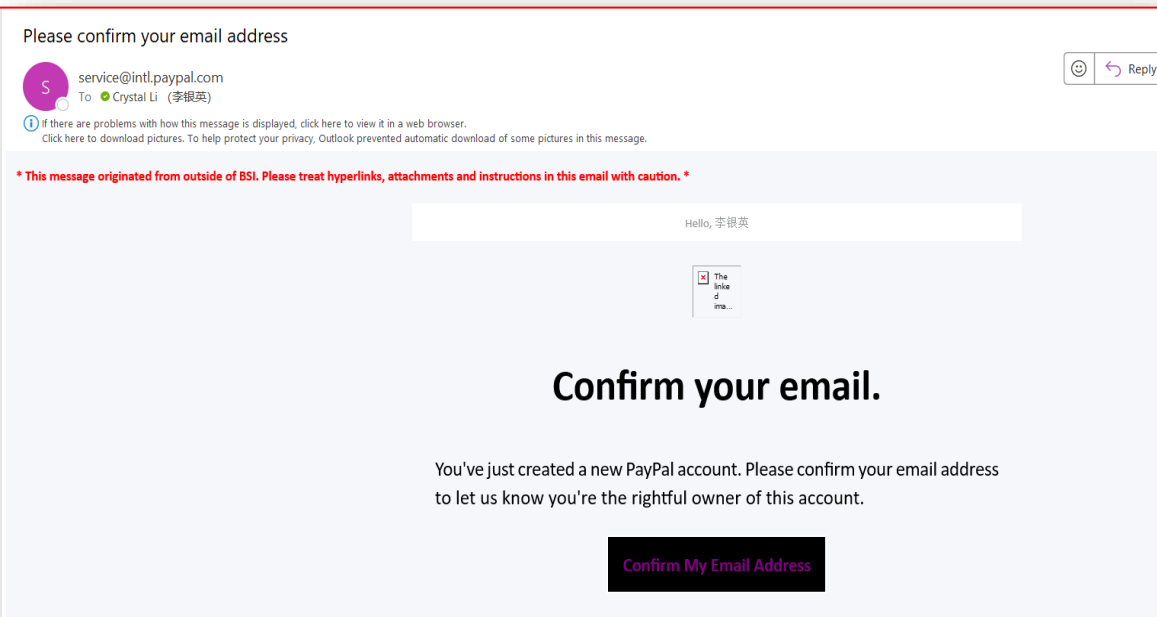
You confirmed and linked
your China Merchants Bank
Debit ••1652

China Merchants Bank ••1652

Done

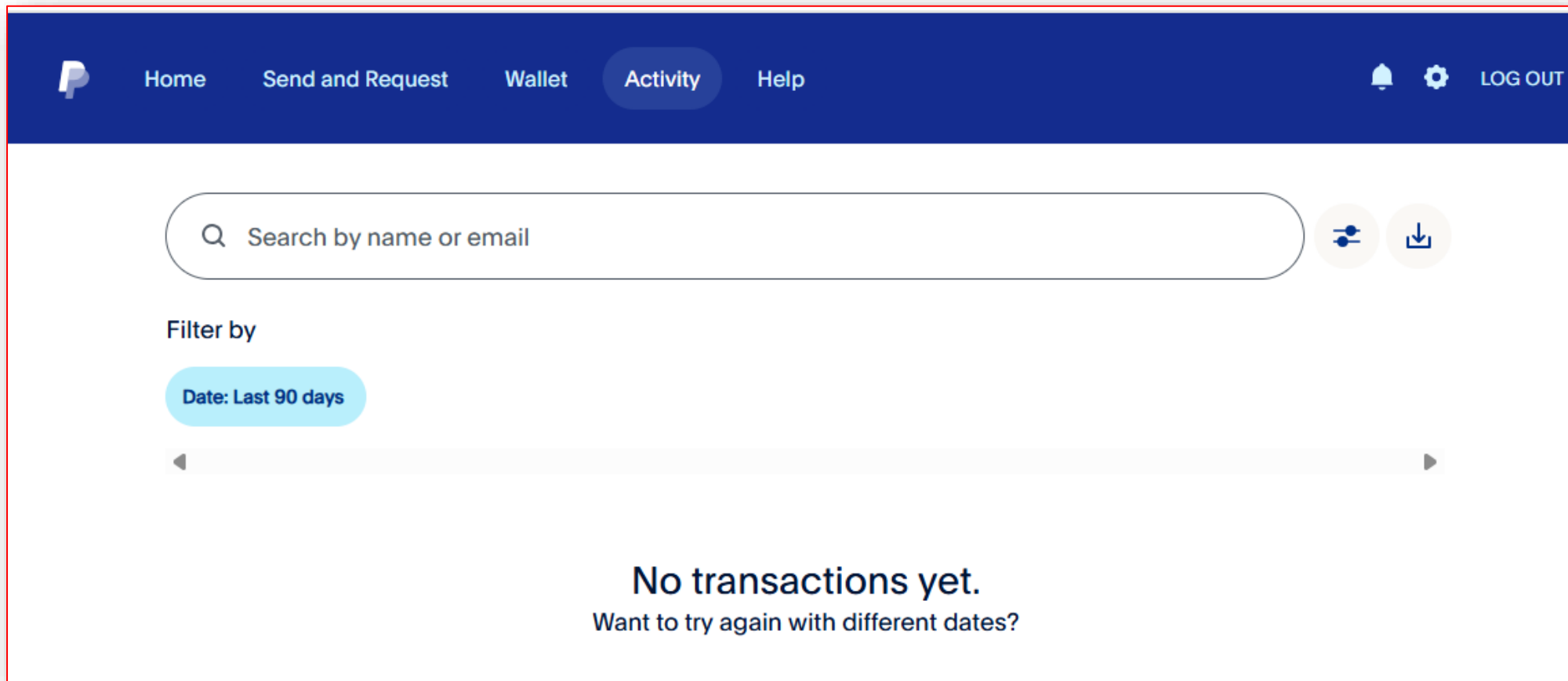
Create PayPal Account

- You will receive an email to confirm your email address, click **“Confirm My Email Address”**, then your account is active now.



Activity Page

- You can go to “**Activity**” page to review your transaction records





**Any Audit Related Questions, please
reach out to SCAN@scrisksolutions.com**

SCAN Program Management Team (PMT)

July 2025