## **A Tour of Your Stripe Account**

At this time Stripe are working with Event Owl on improving their information presentation for our customers. The following pages takes you as an organiser through the process.

Something to bear in mind with any Merchant Account Provider, including Stripe:

You will build a **Cash Reserve** as you receive payments from your exhibitors. This is sometimes also called a "rolling reserve," "daily discount," "or personal guaranty," a cash reserve is a pool of money held by the merchant account provider to protect against 'losses' caused by a merchant. A cash reserve can be established during the opening of the merchant account by the business providing the funds upfront, <u>or by the merchant account provider holding back a percentage of the merchant's daily sales until the reserve amount is met</u>. **Stripe does NOT take money from your bank account for refunds and so it uses your Cash Reserve to do this! If you do not have sufficient funds in your Stripe reserve you cannot refund the required amount.** 

Cash reserves are usually only imposed on business types that are deemed as "high risk" (which events as we all know are with the UK weather!) when the account is established; however, any business that suffers from a rash of chargebacks or fraudulent transactions may have a cash reserve imposed upon them, often with little or no warning. Cash reserve funds are usually released within 60-90 days from the day that they were first withheld. With a "rolling reserve," the individual transactions that make up the reserve are held and then released at a predetermined interval. Cash reserve policies vary by merchant account provider.

**Cash Transfers** - Stripe will transfer funds to your bank account based on the schedule listed in your dashboard. For example, "Daily - 7 day rolling basis" would mean that charges processed on March 1st would be grouped together and deposited in your account on March 8th, and "Weekly (Monday) - 2 business day rolling basis" would mean that charges processed before a given Thursday will be grouped together and deposited in your account on the following Monday.

Your transfer schedule can be configured to simplify your accounting. We currently offer the option for funds to be transferred daily, weekly (on a custom day of the week), or monthly (on a custom day of the month).

You can see all transfers Stripe attempts to your bank account on your dashboard.



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The fee's both Event Owl and Stripe charge either you or your exhibitor – depending on whether you absorb or pass them on, are shown just by hovering over the number under 'Fee'.

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By hovering over the words under 'Description' you will be advised of the event and transaction number – the #ORDER number you will find in your Event Owl Event Organisers Spreadsheet against the exhibitors application.

If you are a multiple event's organiser you might want to separate your bank accounts but it's fairly easy to decipher.

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Here we can see again the payment ID of each of your exhibitor payment transfers.

If you wanted to, you could copy the ID into the search bar in the Transfers page and the site will bring up the respective payments from your exhibitors.

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There are a number of tools you can investigate. Click on your log in name and select Account Settings





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Just ask your customer for the details to complete each field, HOWEVER you MUST remember to complete the description so that the product/item is shown on their statement...

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We hope you found your tour of Stripe Account was useful but please do not hesitate to contact us or Stripe direct if you are struggling...

The Event Owl Team