



*at  
Emerald Greens*

**Carrollwood Village Swim Team**  
13985 Clubhouse Drive \* Tampa, Florida 33688 \* (813) 961-1368

**Head Coach – Jim Kelly**

## **CVST Offering Online Credit Card and/or eCheck Bank Processing**

Dear Carrollwood Village Swim Team Parents,

We are pleased to offer secure online credit card and/or eCheck Bank processing to our billing system that will dramatically reduce the amount of time our team spends collecting money.

As our team has grown, the billing effort has become more difficult to manage without improved tools and process. In response to this need, we are encouraging you to use your credit/debit card and/or enable direct bank processing to pay your monthly dues and other expenses.

It's simple to enable our electronic payment processing system. Simply visit our team website at [www.cvst.org](http://www.cvst.org) to Sign In into your account. If you do not have a user name and password, please click on ( ) to request access from a team administrator. Once logged in:

Click on *My Account*

Then *\$ Payment Setup*

Click on the pull down menu and select *Automatically charge CREDIT CARD* or *Automatically charge my BANK ACCOUNT*

Click on the *Edit* link and fill in the data completely and *Save Changes*

Once that window closes, click *Save Changes* at the bottom right of the page

You are now ready to pay electronically!

*Please be aware that there is a 4% monthly fee for all credit card charges. There is no monthly fee for the automatic bank charges option.*

You will receive monthly invoices outlining what your credit card or bank has been debited for and you can review your current and past billing histories through the \$ My Invoices/Payments tab on the left of our team website.

Thank you for your continued support and thank you in advance for your participation in paying electronically!

The Carrollwood Village Swim Team Board

p.s. Please maintain an active email address that you frequently access as there will be frequent communications both for billing and other team functions. You may also input up to 2 additional email addresses should you have them.

**Come Swim With Us!**  
**[www.CVST.org](http://www.CVST.org)**