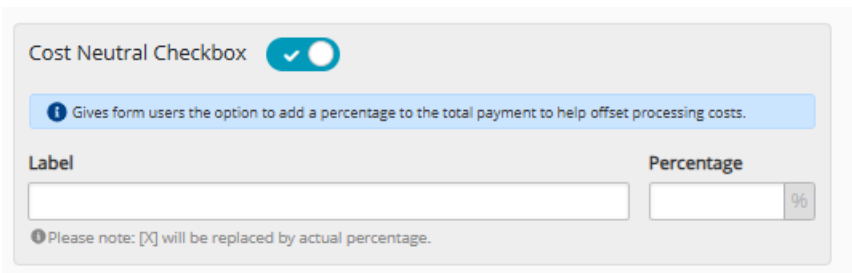# Cost Neutral Option in CampusPay

CampusPay (Diamond Mind's Form building software) allows school's to make the processing fee optional (it is not mandatory).

Cost Neutral allows the opportunity to add a percentage to the total payment to help offset processing fees and can be enabled on any payment form.

The Cost Neutral checkbox can be enabled in "Step 1 Form Settings" of CampusPay:



A best practice shared by many of our schools who wish to place this responsibility on payers is to increase the individual price of each item (or total form amount). For example, if an event ticket actual cost is $15.00, school will set the price to $16.00 on the payment form and will keep a total of the additional amount paid upfront to determine how much was received initially from ticket sales versus the total cost billed on the merchant statement.