

Subject: Establishment of PayPal Accounts	Author: Controller's Office/Treasury Mgmt.
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Last Revision: August 20, 2012	Revised By: David Woods
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It is prohibitive to establish a Business PayPal account as a vehicle for accepting or disbursing payments in the course of business under the University, or any affiliated and related organizations as it applies to any and all e-commerce transactions nor can any personal Pay Pal account of an employee contain their respective department's ProCard number in the account profile.

The flexibility of opening an account and lack of fiscal controls in the govern ship of the account precludes its existence. All merchant processing arrangements with the University of Louisville and related entities are bound by written contracts between both parties.

Most e-commerce arrangements allow for credit card entry without linking to a personal PayPal account. EBAY, for example whereby "Don't Have a PayPal Account" instance exists, permits the purchaser to be redirected to a secure payment page in which ProCard information can be entered.

However, a transaction by which execution is only allowed using a personal PayPal account, being restricted to 'disbursement' only status and using a personal credit card number to initiate, the employee must conform to the University's Procurement standards for such purchase to be eligible for reimbursement.

In addition, future requests for proposal (RFP) issued by the University having a processor exclusivity clause would be compromised by unknown PayPal origins. Thus, any questions or concerns should be addressed to the attention of Treasury Management, TREASMGT@louisville.edu

NOTE: This does not pertain to Payflow Pro compatibility as it relates to the platform by which approved third party service providers would interface with the University's credit card processor.