1. NBHSA uses Venmo as the method of payment for all transactions occurring within our group. This is also the method of payment to be used to pay material fees and monthly tuition to each individual instructor and/or co-op coordinator.
2. You may use this link to view instructions about how to set up and use the Venmo app:

<https://help.venmo.com/hc/en-us/articles/209690068-How-to-Sign-Up>

1. You may print out a copy of the instructors Venmo names on the “Instructor Bio’s” page of our website, [www.nbhsa.org](http://www.nbhsa.org), to be used for material fee and monthly tuition payments associated with classes and/or
2. co-ops.
3. All other transactions will be paid to “@NBHSA-ACE” using Venmo. *Please notate in the comments section of each Venmo transaction what your payment is for.*
4. Questions? Email [nbhsatc@gmail.com](mailto:nbhsatc@gmail.com).
5. **Please contact Venmo directly should you encounter a problem with syncing your account information or any other problem related to the app.**