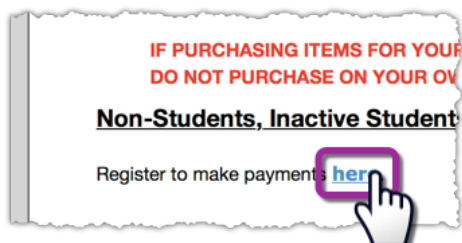


Online Payments

Make your deposit and final invoice payments online using your Visa or Mastercard. We do not charge a fee for this service. The first time you make an online payment for theater rental, you will need to create an account. Once the account is created, you can return to the payment portal and simply log in using your credentials.

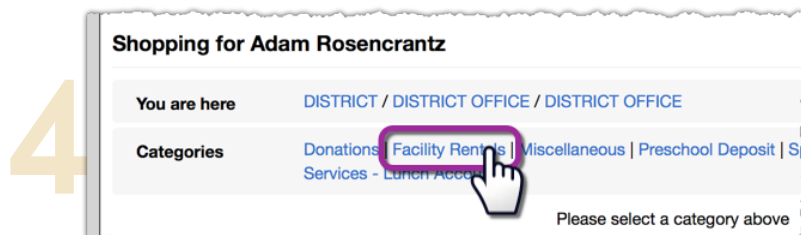
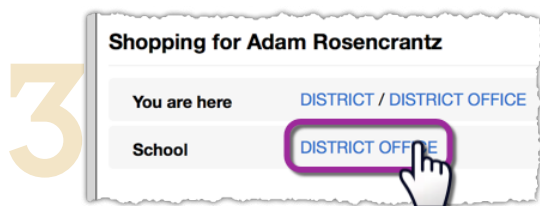
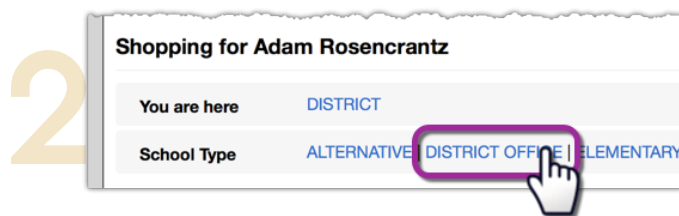
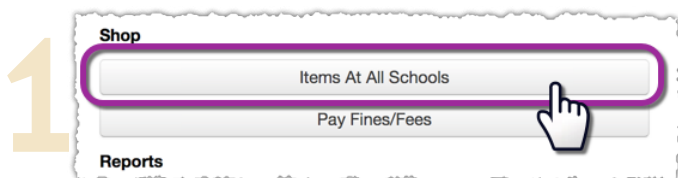
To Begin, navigate to <https://wa-renton.intouchrecepting.com/>



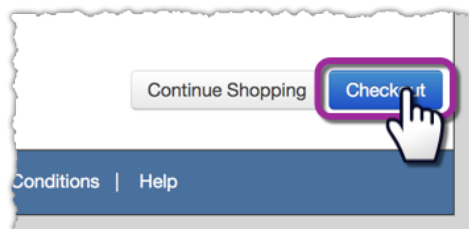
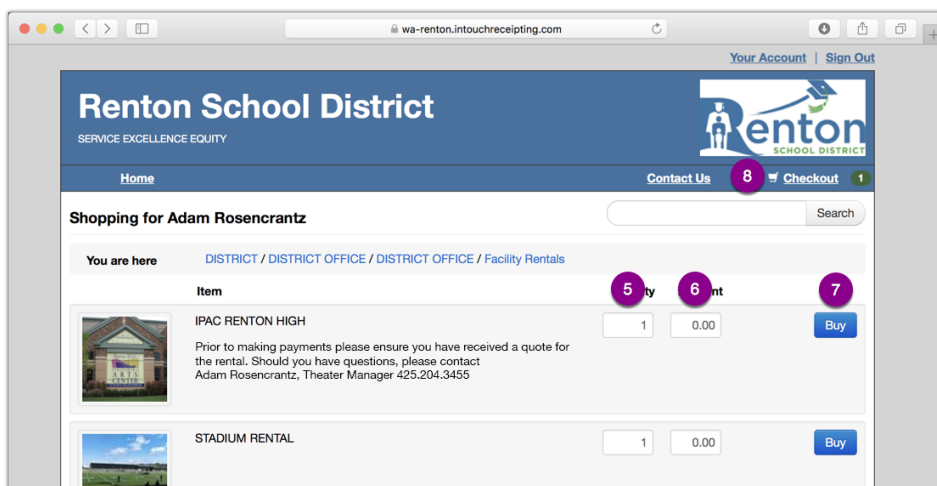
For first-time users, click on the "Register to make payments **here**." link towards the bottom of the page.

Fill in all of the required information including user name and password.

For **returning users**, enter your username and password to log in on the main landing page. No need to register again.



1. Click "Items At All Schools"
2. Click "District Office" and then
3. "District Office" a second time.
4. Then click "Facility Rentals"
5. Under "IPAC Renton High" Leave the Quantity at "1"
6. Enter the amount shown for the deposit or for the invoice.
7. Click "Buy"
8. Click on "Checkout" to view the shopping cart.



Once in the shopping cart, verify that the information is correct including total amount. Then click on "Checkout" and proceed to enter your credit card information and billing address.

Click "Pay Now" to process your credit card payment. A receipt will be generated for your records and can be downloaded or printed.