

Lone Star High School Band Boosters Association
Logging Into our 'Charms Website' &
Paying 2021-2022 Band Registration Fees
June 19, 2021

- 1) Go to 'www.Charmsoffice.com'
- 2) Log in as a 'Parent/Student/Members'
- 3) Type in our school Code 'lonestarband,' press 'Enter'
- 4) Enter Student Area Password
- 5) Click on the '\$' icon at the top of the screen
- 6) Scroll down to the 'Student Fixed Payment Detail'
- 7) Scroll down to the '2021-2022 Band Registration Fee'
- 8) Slide the 'PayPal' button to the 'left' across from the item you wish to pay*
- 9) Once you have selected the above item under 'Student Fixed Payment Detail' you wish to pay
- 10) Click on the 'Pay Fixed Payments' button across from the 'Student Fixed Payment Detail'
- 11) It will list the item you selected above from the 'Student Fixed Payment Detail' you are paying
- 12) If you agree, click on the 'Start Payment' button
- 13) This will take you to the 'PayPal' screen where you will need to log in with your Email Address/
Password
- 14) Complete the payment processing steps
- 15) Once completed, you will receive a confirmation both on the screen and an email confirmation