



Exware is Financial Services' software solution to help meet the needs for one-time events or annual events, such as conferences, where Queen's University business units would like to accept credit card payments.

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Exware is appropriate for the following situations:

Events or conferences where fees are collected onsite or at the door.

Where the business unit is looking to create an ongoing revenue stream.

Any form of tuition collection.

Camp registration:

- If you need this service, please reach out to the [PCI Compliance Officer](#) for assistance – CampBrain is the current approved solution for camp registration.

Recurring registration fees.

Donations



7.HST/GST (contact hst.help@queensu.ca if you need assistance)

If you ask registrants for accessibility and/or dietary needs, the following phrasing is recommended:

- o Queen's is committed to an inclusive campus community with accessible goods, services, and facilities that respect the dignity and independence of persons with disabilities. Are there any steps we can take to make this a more inclusive and barrier-free event?
- o Do you have any dietary requirements?

Ensure you are accessing and collecting this information in a manner that aligns with our Queen's [Data Classification Standard](#) and the [Electronic Information Security Policy Framework](#)

All events will be priced and transacted in Canadian Dollars (CAD).

All transactions are charged a 2.6% credit card processing fee. This is coded to account 691004 with the chartfield infob(o)-6IT0 Tc yi -(w)-3 a-0.001 Tc lotio7-9.6 (n)-0.76