

USING THE NST ONLINE PAYMENT PORTAL

Important Information for Parents

Group Details

Group Details	
Establishment Name:	Loreto Secondary School Bray
Tour Reference:	430379
Group Leader:	Ms. Fiona Carvill

Online Payment Process

In order to make the payment online you will need to have this letter to hand plus details of the amount to be paid – the teacher in charge of the trip will confirm this amount.

1. Please enter <https://www.nst.ie/online-payment> in your internet browser address bar (**please do not use a search engine search box**)
2. Check you are on the nst.ie website.
3. Complete the form ensuring you enter the passenger name as per their passport. Please also copy the Tour Reference and the Establishment Name exactly as it appears in this letter.
4. Read the terms & conditions. Click to accept
5. Complete the payment form with your card details
6. Print or e-mail your receipt as proof of payment

If your payment is not authorised, you will be notified with a “transaction failed” message. No monies will be taken on a failed transaction. Please re-try to make the payment or contact your bank for further information.