

A.A. District 5

How to Use Venmo as Your Meetings 7th Tradition Basket (aka Digital Basket)

{Venmo eliminated the Group option. For a workaround, the person managing the incoming payments will not be able to make digital contributions. There may be a change to this option in the future.}

For group treasurers, here is the recommended list of steps for getting a Venmo account set up for the meeting so people to make their 7th Tradition payments to.

- Create a group email address with a Gmail email account. [Create account here](#).
(This is just to satisfy the app's requirement. No one will be sending or receiving messages using this address.)
- When you sign up for Venmo, open the app and tap **sign up with email**.
- Put the group name rather than your first & last name, and the group email you just setup.
- Use your own phone number (you can change this in Venmo when you rotate positions).
- When picking your handle (username) make it's your group name, e.g. @yourgroupname
- Under **Payment Methods**, enter the bank account (yours or groups) where the 7th tradition money will be deposited. (If needed, you can change this in Venmo when you rotate positions)
- When completed, you will have a @yourgroupname Venmo ID.
- Once set up, let your group know **by announcing the Venmo @yourgroupname ID** where they contribute and making at least one sign announcing Venmo and if it can include your Venmo QR code, all the better.
- Also be sure to let them know to **set their contribution to "private"** to preserve their anonymity.

Questions? Concerns? Feel free to contact the A.A. District 5 Treasurer: treasurer@district5aa.org