

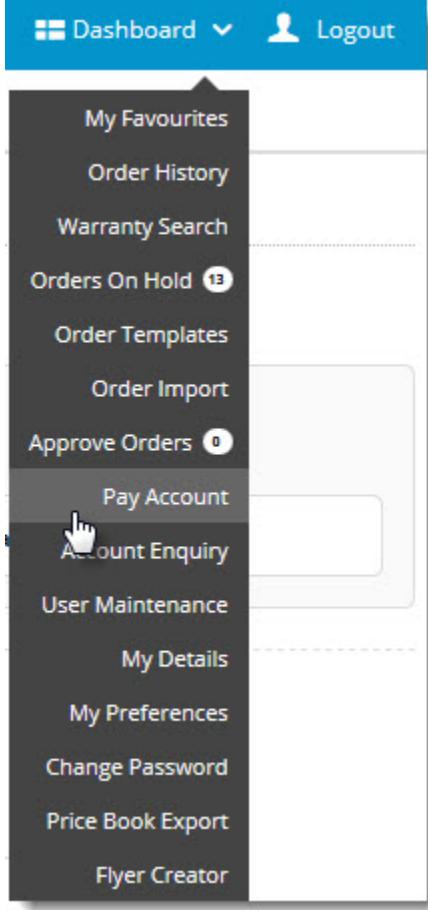
Account Payment

Overview

Give your customers the ability to pay outstanding invoices online is an excellent way to encourage self service. They can reprint an invoice, pay off an overdue balance, and query an invoice.

How it works

1. Your customer logs in and navigates to the Pay Account page.



2. All outstanding invoices are displayed, along with the ability to enter a payment amount for each.

The screenshot shows the 'Account Payment' page. At the top, there is a header with a diamond icon and the text 'Account Payment'. Below the header, a sub-header says 'Pay outstanding invoices on your account.'

Underneath the sub-header, there is a section titled 'Invoice Details' with a note: 'You can choose from the day based periods below, to auto-select the invoices for those time spans.' It includes four checkboxes: 'Current: \$0.00', '30 Days: \$0.00', '60 Days: \$0.00', and '90+ Days: \$56,485.36'. To the right of these checkboxes is 'Unallocated Payments: \$0.00'.

Below this is a table with 7 records. The columns are: Date, Invoice #, Due Date, Invoice Amount, Owing, Discount, and Payment Amount. Each row contains a set of buttons for 'Pay' and 'Reprint'.

Date	Invoice #	Due Date	Invoice Amount	Owing	Discount	Payment Amount	Pay	Reprint
24/07/2007	5894	24/07/2007	\$5,293.27	\$5,293.27	\$0.00	\$0.00	<input type="button" value="Pay"/>	<input type="button" value="Reprint"/>
15/08/2007	5917	15/08/2007	\$46,096.64	\$46,096.64	\$0.00	\$0.00	<input type="button" value="Pay"/>	<input type="button" value="Reprint"/>
25/08/2016	5997	25/08/2016	\$95.28	\$95.28	\$0.00	\$0.00	<input type="button" value="Pay"/>	<input type="button" value="Reprint"/>
25/08/2016	5998	25/08/2016	\$5,487.24	\$5,487.24	\$0.00	\$0.00	<input type="button" value="Pay"/>	<input type="button" value="Reprint"/>
25/08/2016	5999	25/08/2016	\$84.14	\$84.14	\$0.00	\$0.00	<input type="button" value="Pay"/>	<input type="button" value="Reprint"/>

3. Your customer selects the invoice(s) they wish to pay, then proceeds to the payment page to enter credit card or EFT details. Your customer can also request reprints of any invoices they require.

◇ Account Payment

Pay outstanding invoices on your account

Invoice #	Due Date	Amount
\$997	25/08/2016	\$95.28
\$998	25/08/2016	\$500.00
\$999	25/08/2016	\$64.14

Merchant	BPD UAT
Selected Invoices Total Amount	\$679.42
Total Payment Amount	\$679.42

◇ Payment

Credit Card | Direct Deposit | BPay

Card Accessed: 

Card Number: Credit Card Number: Card Expiry Date (MM/YYYY):

Card Security Code (CCV): XXX

Name On Card: Firstname Lastname:

Remember Card Details

© 2014 Your credit card payment will be conducted directly via the Elavon Rapid API Version 3 payment facility over a Secure Sockets Layer (SSL) connection. BPD UAT does not store Credit Card information, or have access to your Credit Card details. To view our policy on refunds and deliveries, or for contact information, please visit our [Frequently Asked Questions](#).

Customisation options

The Account Payment page template is where you'll find the [Account Payment Widget](#). This widget is what actually displays the list of invoices on the page.

█ Edit - Account Payment Template

≈ Widget Layout

Zone: Content

- Page Title Account Payment
- Account Payment
- Checkout Payment Options

It's here you can customise messaging, button text, and more.

The screenshot shows a configuration interface for 'Account Payment'. On the left, a sidebar lists various sections: General Options, Personalisation, Buttons (which is selected and highlighted in blue), Titles, Prompts, Labels, Pay Generic Amount, Common Options, and Documentation. At the bottom right of the sidebar are 'Cancel' and 'Save' buttons. The main area is titled 'Buttons' and contains three input fields: 'Submit Reprint Request Button Label' (with the value 'Submit Reprint Request'), 'Continue Button Label' (with the value 'Continue'), and 'Reprint Order Button Label' (with the value 'Reprint').

From version 4.10+, you can also offer a 'Pay Generic Amount' option, where the customer pays a lump sum, and funds are automatically allocated to the oldest invoices first.

The screenshot shows a modal dialog box titled 'Enter Generic Amount'. It contains a message: 'Entering a generic amount will clear out any manually selected invoices or amounts and automatically assign the the value to payable invoices, paying the oldest invoices first. Maximum payment allowed is \$57,113.34'. Below this is an 'Amount' input field containing '0.00'. At the bottom are 'Cancel' and 'Apply Amount' buttons.

Additional Information

- Customers can elect to pay invoices based on time period (e.g. 90 days outstanding), and the system will auto-select the applicable invoices based on their selection.
- From 4.10+, offer a 'Pay Generic Amount' option, where the customer pays a lump sum, and funds are automatically allocated to the oldest invoices first.
- Customise your Account Payment page template with the [Account Payment Widget](#). This widget is what actually displays the list of invoices on the page, and you can specify button text, messaging, and more.

Minimum Version Requirements	--
Prerequisites	Online payment facility with a gateway such as Eway, Braintree, DPS, IPSI, etc.
Self Configurable	Yes
Business Function	Accounts
BPD Only?	Yes
B2B/B2C/Both	B2B
Third Party Costs	n/a

Related help

- [Dispute Invoices](#)
- [Reprint Account Invoices](#)
- [Invoice Reprints \(PRONTO\)](#)

Related widgets

- [Account Payment Detail Widget](#)
- [Account Payment Widget](#)
- [BPAY Account Payment Detail Widget](#)
- [Account Payment Paid FAIL Widget](#)
- [Account Payment Paid OK Widget](#)
- [EFT Account Payment Detail Widget](#)