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PAYMENT METHODS

INTRODUCTION

1. Introduction

Online payment gateways

Online payment gateways enable you to receive payments straight to your account, without having to ring up customers and chase payments.

We've integrated Flyerlink® and online orders with WorldPay, PayPal and Buckaroo.

WorldPay (formerly part of RBS) offers better rates than PayPal for using their service, but the set up process is longer and more time consuming. PayPal are more expensive, but provide a much faster set up service. Buckaroo is a European payment gateway, and it will not work in the UK.

We'd recommend using PayPal, unless you're already set up with WorldPay or are particularly attracted to their rates. If you're interested in WorldPay, please refer to **Resource Article Code 3747**.

This document gives an overview of the different payment gateways and how to configure Flyerlink[®] to accept credit and debit card payments online.

Offline payment methods

You can also set up offline payment methods that will show for *all* your customers. These are useful for large customers, but contain an element of risk. You will need to chase up offline payments to ensure they've taken place, and then you should add a cashbook in Flyerlink. If you do not want to use offline payment methods, you do not have to include them.

You can set *individual* customers to be invoiced separately by changing their credit terms in the **Workgroup > Customer > View/Amend** page.

- A secure online payment method reduces 'dropped baskets', where the customer isn't confident about security;
- Reduced administration in Flyerlink[®];
- No risk of forgetting to manually process the payment offline;
- Many customers already have PayPal accounts, and prefer using PayPal then entering card details.

2. Online Payment Processing

How does it work?

Once you're signed up to accept an online payment method customers are redirected to a **secure payment page.**

PAYMENT				Indiating come				
Please press how you'd like to pay.				printing.com*				
Invoice me and I'll pay on terms: Pay offline We'll charge you the full amount.	Pay	Your Order -						
C VISA Debit or Credit Card	👷 No surchargel Pay: 15	8.80 Business Cards - 250 Lexury Business Card : 4x4		Your order sum	nary	Choose a way to pay		
		Delivery charge	£0.00	Descriptions	Amount	Pay with my PayPal accou	int	PayPal A
PayPal PayPal	👷 No surchargel Pay: £5	8.80 Sub-Total	£49.00	Business Cards - 250 Ben description, 65 x 55mm 400psm	£49.00	Log in to your account to complete t	he purchase	ruyrur =
1. printing.com resellers - Each printing.com outlet is owned a	-	VAT @ 20%: £9.80 tem price: £49.00 Quarity: 1		378	 Pay with a debit or credit card (Debinal) Sign up to ParPal to make your next checkout faster 			
or individually owned and operated under licence from printing, registered in England and Wales (registered number 04362849) wh Avenue, The Village, Trafford Park, Manchester M17 1FG ("PDC").	ose registered office is at Third	Construction of the second sec	130.00	Item total VAT	649.00 69.00	(Optional) Sign up to PayPail to r	nake your next checkout taster	
each printing.com outlet can be found at the premises of each 1		-			Total 658.80 GBP	Country	United Kingdom	
Please tick to confirm you have read the above terms and					Card type	VisaDelta/Electron		
						Card number		
						Expiry date		
Delivery Method	Pay Securely					Expiry date	1	
						CSC		

PAYMENT

Please press how you'd like to pay.							
0		Invoice me and I'll pay on credit terms (30 days) We'll charge your account with the full amount.		Pay: £30.00			
0	Maestro	Maestro	🚖 No surcharge!	Pay: £30.00			
۲	VISA	Visa Debit	🚖 No surcharge!	Pay →			
0	MasterCand	MasterCard	Includes £0.60 card surcharge	Pay: £30.60			
0	VISA	Visa Credit	Includes £0.60 card surcharge	Pay: £30.60			
0	ЈСВ	JCB	Includes £0.90 card surcharge	Pay: £30.90			

SECURE PAYMENT PAGE					
Select language	Inglish 🚦 🖸				
Printing.com Europe Ltd					
Payment method	Visa Verified by				
Amount	£30.00 VISA				
Card details		0			
* Indicates a required field					
* Card number					
Security Code					
* Expiry date					
Cardholder's name	jor Bloggs				
Cardholder details		0			
		•			
Billing address	Printing.com, Third Avenue, The Village, Manchester				
Postcode/ZIP code	M17 1FG				
Country	United Kingdom				
Telephone	0161 848 5707				
Fax					
Email address	fidall@hotmail.co.uk				

Authentication and payment

The payment provider will verify the credit

card details for you, and will credit your account with the funds for each order. If you don't have an existing account, see section 3.

Cancel

If the details can't be verified, the payment is normally declined and the shopper or payee is asked to use another type of payment.

Flyerlink[®] magic

You'll receive details of the order via email and Flyerlink[®] News Feed as normal. We'll automatically create a cashbook in Flyerlink[®] for you, and allocate it to the order. If you view the cashbook you'll see a message at the top of the screen, to let you know it's already been processed:



3. Offline payment methods

You have the choice of a few different offline payment methods:

- 1. Workgroup offline payments
- 2. Customer offline payments

that you can add to a card reader that's linked to your account.

Workgroup offline payments

You can also set up offline payment methods that will be visible to all the customers in your workgroup.

Go to your **Workgroup > Admin > Workgoup Settings > Payment Methods** page. Then click on the **Add or edit offline payment methods** link.

You'll see a few different offline payments, and payment instructions.

The offline payment instructions show up when a customer checks out.

C Allow New Payment Method						
WORKGROUP CODE:	W11	SHORT NAME:	w3shop			
PAYMENT METHOD:	Pay by phone (0.0% surcharge) 👻 Or	Create New				
ENTER CUSTOMER INSTRUCTIONS FOR THIS PAYMENT METHOD:	Please phone this number: 0161 111					
	Add Payment Method Cancel					

PAYMENT

Please press how you'd like to pay.						
۲		Invoice me and I'll pay on terms: Pay offline		Pay: £128.40		
۲		Cash on delivery	🚖 No surcharge!	Pay: £128.40		
۲		Pay by phone Please phone this number: 0161 1111 1111	😭 No surcharge!	Pay >		