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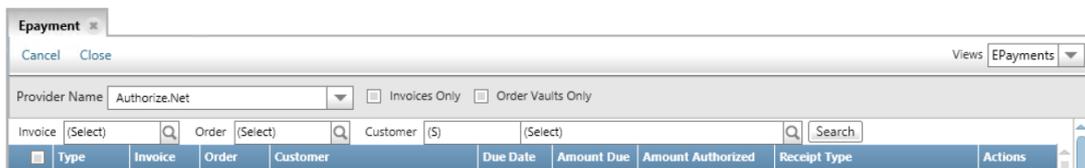
Portal > Knowledgebase > ASI SmartBooks Knowledgebase > Authorize.net > How Do You Process Credit Card Payments to Orders and Invoices?

How Do You Process Credit Card Payments to Orders and Invoices?

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How Do You Process Credit Card Payments to Orders and Invoices?

Within Epayment, without either checkbox marked, the user can post deposits (full amount or partial) and make payments against invoices (full amount or partial) individually. The same icons apply (the Brown address book, the new payment form and the vault).



The screenshot shows the 'Epayment' window with the following fields and options:

- Provider Name: Authorize.Net
- Invoices Only
- Order Vaults Only
- Invoice: (Select)
- Order: (Select)
- Customer: (S)
- (Select)
- Search

Type	Invoice	Order	Customer	Due Date	Amount Due	Amount Authorized	Receipt Type	Actions
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Follow these steps to charge a partial payment to an order and post to your ledger accounts:

1. Provider Name -Select the Authorize.net service provider resource.
2. Invoices Only -Leave unchecked.
3. Order Vaults Only -Leave unchecked.
4. Select the invoice or order to be charged a partial payment or leave empty for all orders and invoices with a pay with associated to Authorize.Net service provider.
5. Click Search.

The program will find all matching records and display them for you. For each order or invoice:

6. Indicate the amount to authorize (charge).
7. Add the credit card vault profile if it doesn't already exist for this customer.

8. Select the credit card vault profile to be charged.
9. Click Process to charge the credit card and to post the ledger for the selected orders and invoices.