

Pay Later Payment Method

we have introduced a "Pay Later" payment method, allowing customers to defer payment. With this feature, the payment will not be synced from OrderPad to Acumatica.

Navigate to OrderPad A-M Connector on the left panel and click on Sync Configuration under Configuration.

<u>(</u>	OrderPad A-M Connecto	or			×			
DASHBOARD	Configuration	Mapping	Sync Failure Handling	Help				上 posadmin 👻
POS	Acumatica Endpoint URLs	Category	Orders	About			R	eload Data
\$ SALES	Sync Configuration		Queues	Support				
CATALOG	Export Setup	Order Status	Queue Status				Go to Advanced F	Reporting ¹²
ORDERPAD A-M CONNECTOR	Import Setup	Payment Method	Consumer Management					
	Sync Kules	Product Tax Category	Logs		ipping		Quantity	
		Shipping Method (A>M)	Admin Logs		35.00	(6	
		Shipping Method (M>A) Stores - Branches	Connector Sync Logs		ers			
STORES		Warehouse					-	
SYSTEM							\$68.00	1260
							\$20.00	808

Click on Sync Configuration

Once the Configuration page is open go to the Sales à Payment Methods as shown below.





<u>(†</u>	Configuration					👤 posadmin 👻
	Scope: Default Config • 🔇					Save Config
POS	GENERAL	~	Merchant Location			\odot
SALES	ACUMATICA CONFIGURATION	~	RECOMMENDED SOLUTIONS: V			
	POS	~	OTHER PAYMENT METHODS:			
	SALES	^	Check / Money Order			
CUSTOMERS	Sales Emails		 Pay Later Payment 			
MARKETING	Delivery Methods		Enabled			
REPORTS	Payment Methods		[website]	Yes	•	Use system value
<u>~~</u>			Title [store view]	Pay Later		Use system value
STORES			New Order Status [website]	Pending	*	Use system value
SYSTEM			Payment from Applicable Countries [website]	All Allowed Countries	×	Use system value
			Payment from Snecific Countries			

Click on the Payment Methods

• You need to enable the Pay Later Payment method from the dropdown.

Configuration						👤 posadmin
RD Scope: Default Config 🔻	3					Save Config
GENERAL	~	Merchant Location				6
ACUMATICA CONFIGURATION	· ~	RECOMMENDED SOLUTIONS: ▼				
g POS	~	OTHER PAYMENT METHODS:				
AM SALES	^	😔 Check / Money Order				
Sales Emails		Pay Later Payment				
NG Delivery Methods			Enabled			
s Payment Methods			[website]	Yes	•	Use system value
1			[store view]	Pay Later		Use system value
5		New	v Order Status [website]	Pending	¥	Use system value
•		Payment from Applica	able Countries [website]	All Allowed Countries	*	Use system value
		Payment from Sner	rific Countries			

Pay Later Payment should be enabled





Illustration:

- Step I- Place an Order. Go to the Products in OrderPad, select the product and check the
- 🗙 availability.
 - Step II- Select the Quantity and click on Add to Cart.



Add to Cart





🗮 Menu	Ē	OrderPad	Hi, Henry
Q. Search or scan barcode		Guest	Clear cart More Actions
	·/	Product	Qty Price
<i><i>x</i></i>	10	File Cabinet	1 (±) \$145.00 (±)
Add Customer	Add Discount		
, Т	<u>ه</u> .		
Add Custom Sale	Save Cart		
ਸ਼	C		
View Saved Carts	Add Notes		
đ	1		
Orders	Products	1 Items	
0		Subtotal	\$145.00
A		Estimated Tax	\$14.50
Customers		Estimated Total	\$159.50
			Product Added to Cart

Product added to cart

On checking out you will get the new option Pay Later.



 Cash Pay Later Note: Your order money will be collected during at the time of delivery. Credit Card (Card Present) Enter Coupon Code ✓ 	Review and Place Order				
Enter Coupon Code ~	Cash Pay Later Note: Your order money w delivery. Credit Card (Card Press	vill be collected during at the time of esent)	Subtotal Tax Shipping Total	\$145.00 \$14.50 Free \$159.50	
Paulaw Order	Enter Coupon Code	Paulan Order			

Pay Later option

After reviewing the order, the Payment Information will be Pay Later.



rderPad		Hi, Henry
Review and Place Order		
Payment Information Pay Later 1 items in your order File Cabinet Qty : 1	Subtotal \$145.00 Tax \$14.50 Shipping Free Total \$159.50	
Place Order		

Payment Information

If the payment method is Pay Later, then after shipping the product to the customer [Ship to Address] the Order Status will be in the [Processing] Status.



Menu	OrderPad				Hi, He
Back	Order #OPDM00000	0203			
	Total: \$159.50				
	Las Vegas				
Print Receipt	Email Receipt		SMS Text Receipt		
Items	Price	Qty		Subtotal	
File Cabinet	\$145.00	Ordered: 1		\$145.00	
			SubTotal :	\$145.00	
			Tax :	\$14.50	
			Grand Total :	\$159.50	
Order Information					

Order Status Processing

