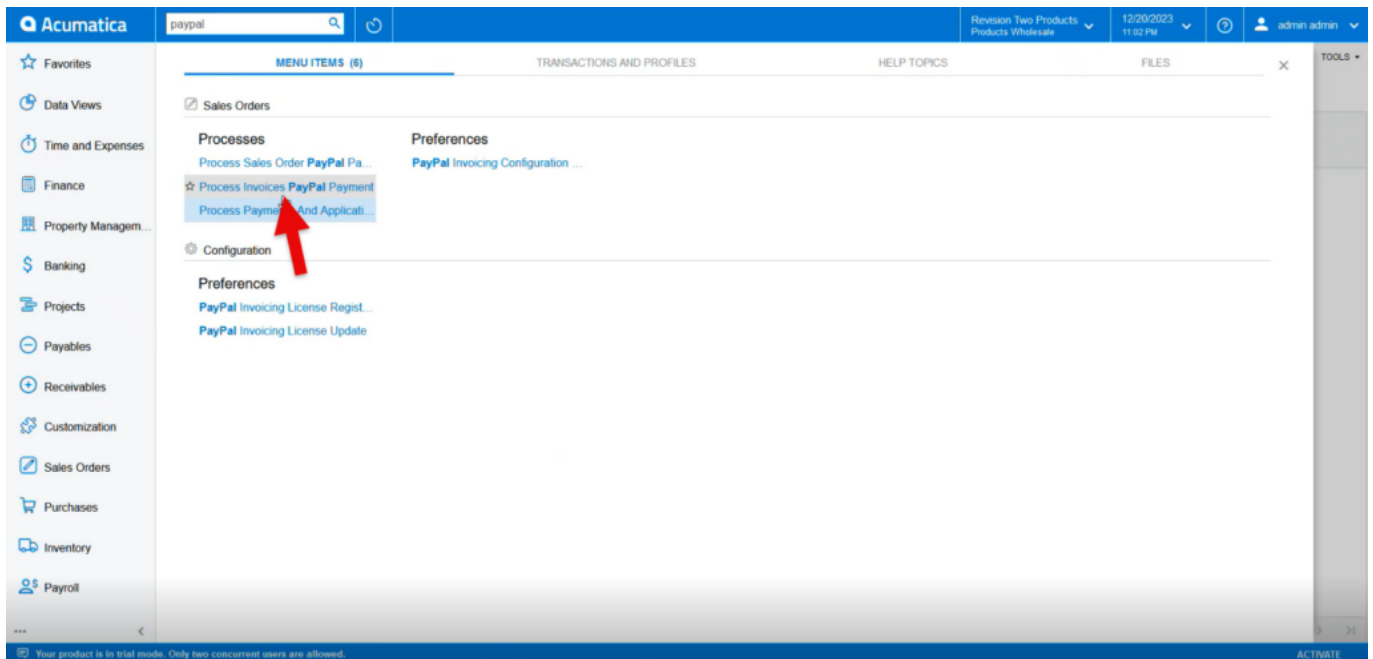


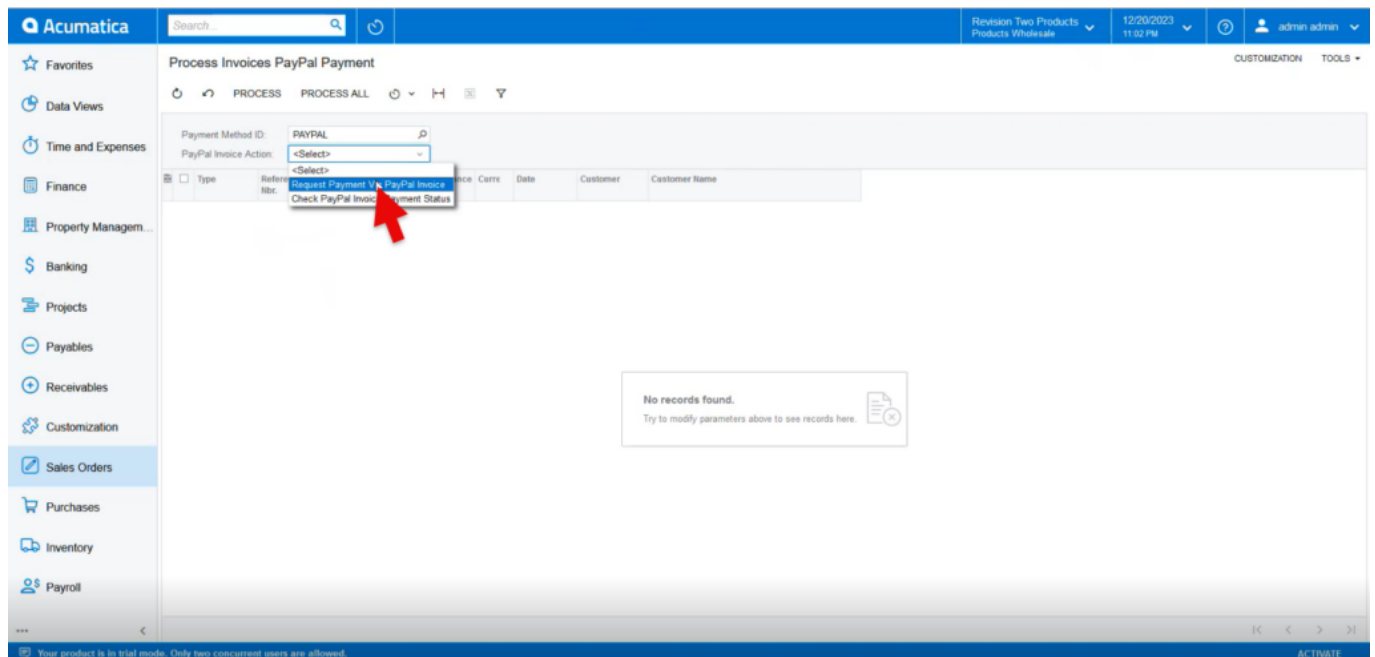
Steps to process PayPal Invoice on Process Invoices Paypal Payment

Navigate to the **[Sales Order]** workspace and click **[Process Invoices PayPal Payment]**.



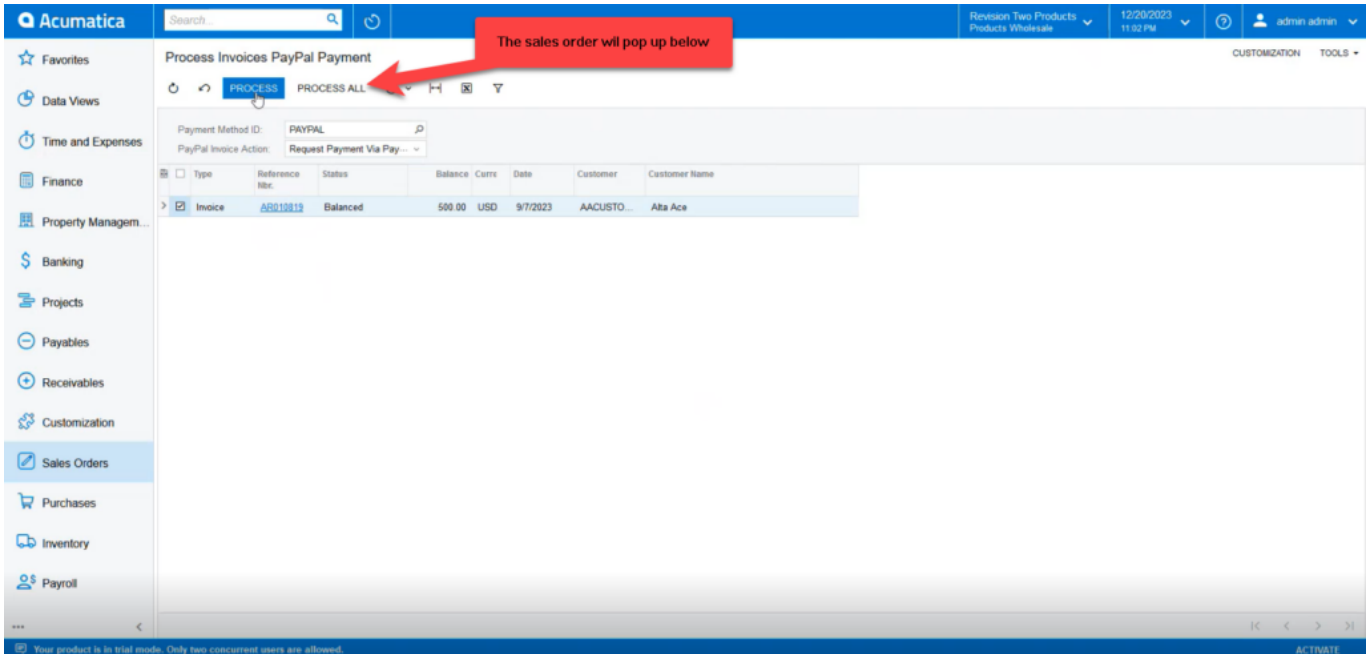
Process Invoice Order PayPal Payment

- Select **[PAYPAL]** as the **[Payment Method ID]**.
- Select **[PayPal Invoice Action]**.



Process Invoice Order PayPal Payment

- Selecting Request Payment Via PayPal Invoice will display all open orders with PayPal as the default payment method.
- Select **Process All** to request payment on all listed orders. Or toggle on the boxes next to the orders that need payment requested and click Process.
- PayPal invoices will be sent to all sales orders listed.



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Revision Two Products
Products Wholesale

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11:02 PM

admin admin

CUSTOMIZATION TOOLS

Process Invoices PayPal Payment

PROCESS PROCESS ALL

Payment Method ID: PAYPAL
PayPal Invoice Action: Request Payment Via Pay...

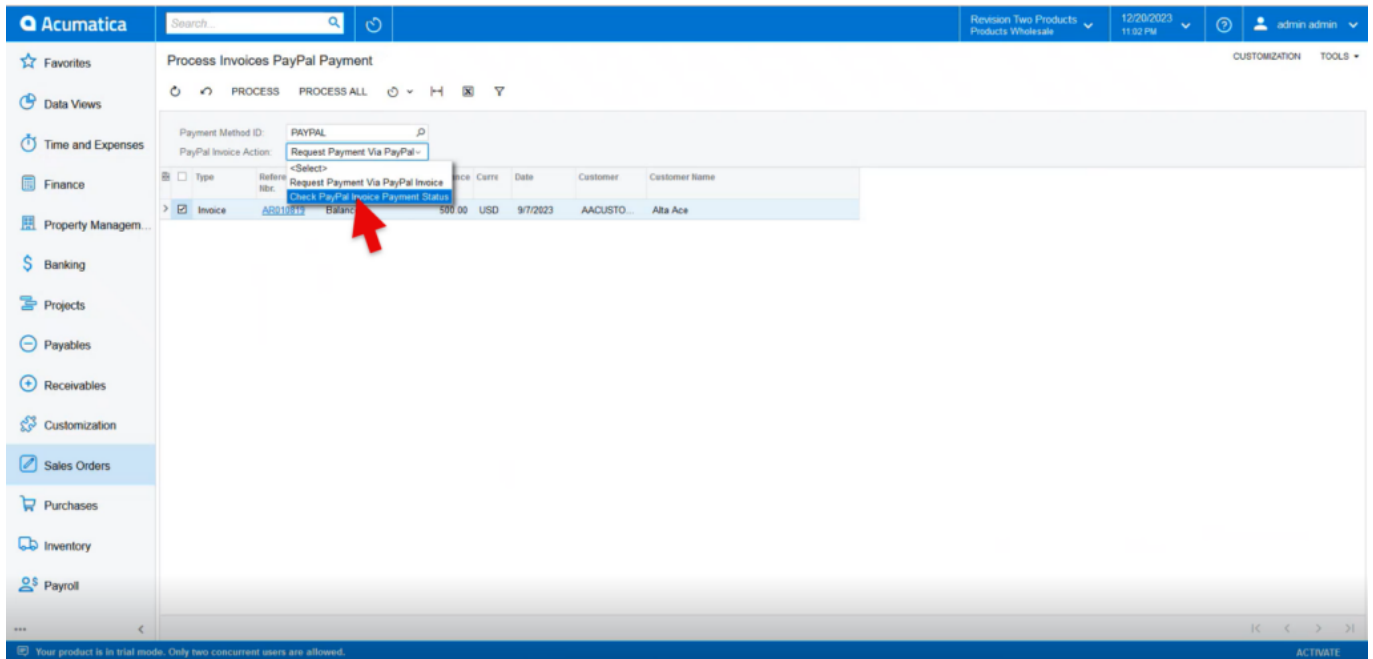
Type	Reference No.	Status	Balance	Curr	Date	Customer	Customer Name
Invoice	ARD10819	Balanced	500.00	USD	9/7/2023	AACUSTO...	Alta Ace

Your product is in trial mode. Only two concurrent users are allowed.

ACTIVATE

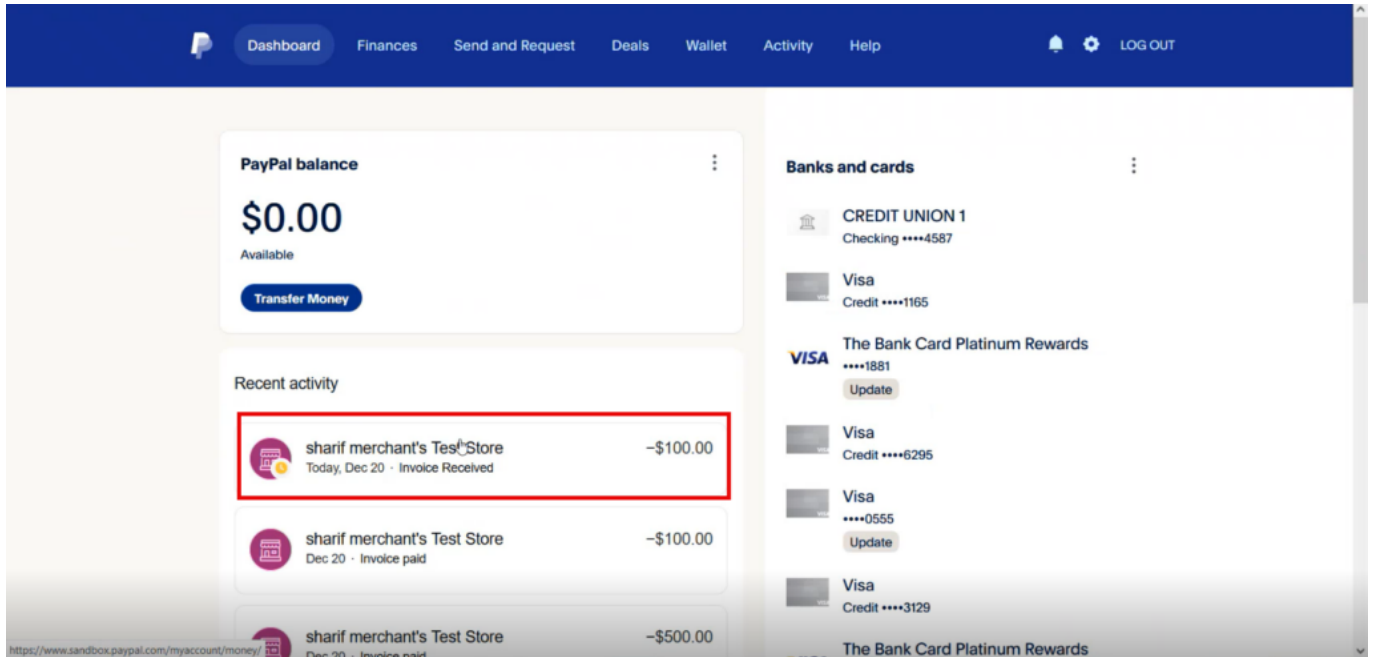
Process Sales Order PayPal Payment

- Selecting [**Check PayPal Invoice Payment Status**] will list all sales orders with current PayPal invoice requests.



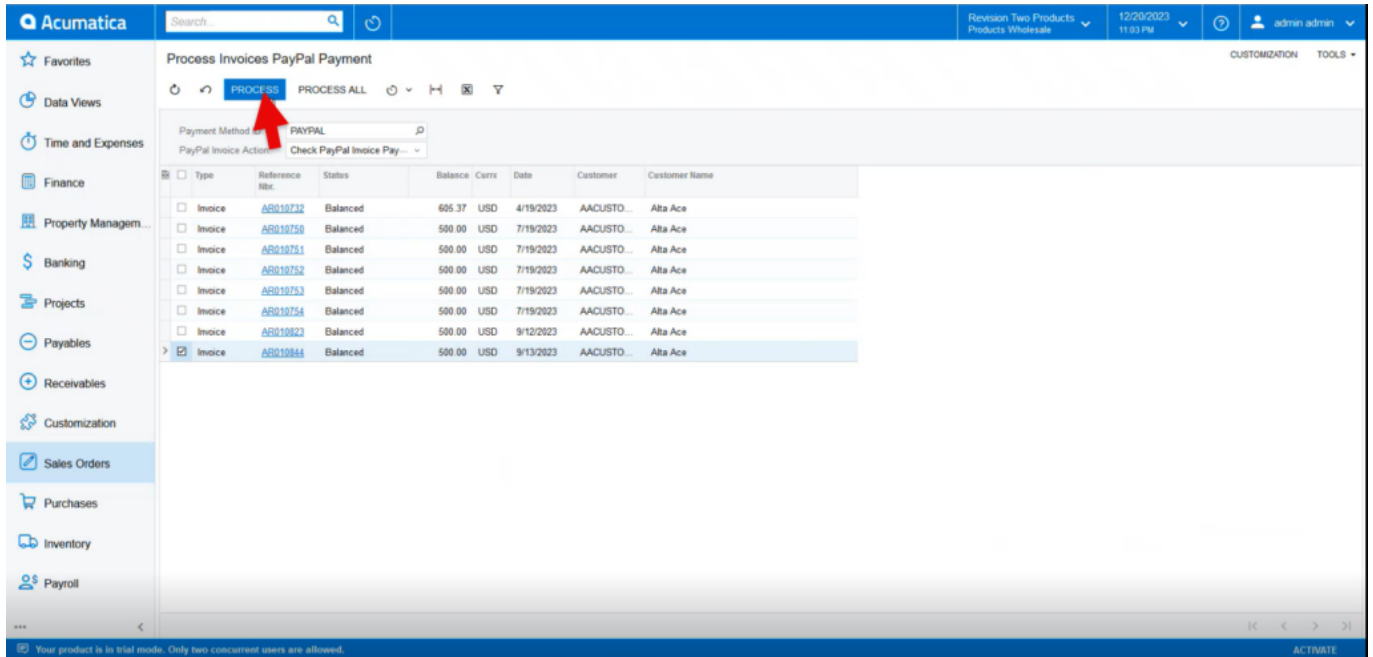
Process Invoice Order PayPal Payment

- Select [**Process All**] to check the status of all orders with pending PayPal invoice requests. Or toggle on the boxes next to the specific orders to check the status and click [**Process**]
- A pop-up displaying the status check(s) results will appear.
 - [**PAID**] invoices will appear in the [**Processed**] box.
 - [**UNPAID**] invoices will appear in the [**Errors**] box.
- The requested sent invoice will be displayed on the sales order screen.
- The requested invoice will be sent to Paypal.



PayPal

- Select the Invoice and pay the due amount.
- Then navigate back to Process Sales Order Paypal Payment and Select **[Check Paypal Invoice Payment Status]**.
- Toggle the order and click on **[Process]**.
- A pop up will appear on the screen as **[processing is completed]**.



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Revision Two Products
Products Wholesale

12/20/2023
11:03 PM

admin admin

CUSTOMIZATION TOOLS

Process Invoices PayPal Payment

PROCESS PROCESS ALL

Payment Method: PAYPAL

PayPal Invoice Action: Check PayPal Invoice Pay

Type	Reference	Status	Balance	Curr	Date	Customer	Customer Name
Invoice	AR010732	Balanced	605.37	USD	4/19/2023	AACUSTO...	Alta Ace
Invoice	AR010750	Balanced	500.00	USD	7/19/2023	AACUSTO...	Alta Ace
Invoice	AR010751	Balanced	500.00	USD	7/19/2023	AACUSTO...	Alta Ace
Invoice	AR010752	Balanced	500.00	USD	7/19/2023	AACUSTO...	Alta Ace
Invoice	AR010753	Balanced	500.00	USD	7/19/2023	AACUSTO...	Alta Ace
Invoice	AR010754	Balanced	500.00	USD	7/19/2023	AACUSTO...	Alta Ace
Invoice	AR010823	Balanced	500.00	USD	9/10/2023	AACUSTO...	Alta Ace
Invoice	AR010844	Balanced	500.00	USD	9/13/2023	AACUSTO...	Alta Ace

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ACTIVATE

Process Invoice Order PayPal Payment

- Refresh the screen then the paid invoice will appear on the sales orders screen.

Acumatica

Invoice AR010920 - Alta Ace

Customer: AACUSTOMER - Alta Ace

Reference Nbr: AR010920

Status: Credit Hold

Date: 12/29/2023

Post Period: 12-2023

Customer Ord:

Project/Contract: X - Non-Project Code

Location: MAIN - Primary Location

Currency: USD 1.00

Terms: 300 - 30 Days

Due Date: 1/19/2024

Cash Discount: 1/19/2024

Detail Total: 100.00

Discount Total: 0.00

VAT Taxable T...: 0.00

VAT Exempt T...: 0.00

Tax Total: 0.00

Write-Off Total: 0.00

Balance: 100.00

Cash Discount: 0.00

DETAILS TAXES COMMISSIONS FREIGHT FINANCIAL **PAYPAL INVOICE** ADDRESSES DISCOUNTS APPLICATIONS

Requested Date	PayPal Invoice Nbr.	PayPal Invoice Status	PayPal Invoice Ref. Nbr.	PayPal Invoice Customer Email	PayPal Invoice Note	PayPal Invoice Amount
12/29/2023 23:01:06	INV2-BC9G-EUPJ-BINA-R7C5	PAID	AR010920		GA	100.00
12/29/2023 22:59:52	INV2-BC9G-EUPJ-BINA-R7C5	SENT	AR010920		GA	100.00

PayPal Invoice Nbr: INV2-BC9G-EUPJ-BINA-R7C5

PayPal Invoice Status: PAID

REQUEST PAYMENT VIA PAYPAL INVOICE

CHECK PAYPAL INVOICE PAYMENT STATUS

CANCEL PAYPAL INVOICE

RD: Your product is in trial mode. Only two concurrent users are allowed.

ADMIN

Process Invoice Order PayPal Payment