

QRG PAY.4 - Adding an ACH Token to an Account

Adding an ACH Token to an Account

1. Select the customer's Account
2. Select the Transaction Type and enter the amount to process.
3. Select ACH in the Payment Method
4. Fill in the customer details.
!! Check the box next to Save Card Profile if the customer would like to save the ACH to the account. Do Not check the box next to Save Card Profile if the customer does not wish to keep the ACH on file!!
5. Select CHECKING and Enter the Bank Account Number and the Routing Number.
6. Click Process Payment.

The screenshot shows the BLUEFIN Payment interface with the following fields and callouts:

- 1:** Points to the Account dropdown menu, which is currently set to "Payment Test".
- 2:** Points to the Transaction Type dropdown (set to "SALE") and the Transaction Amount input field (set to "187.00").
- 3:** Points to the Payment Methods dropdown menu, which is currently set to "ACH".
- 4:** Points to the Account Holder Information section, which includes fields for First Name (Marcella), Last Name (Silver), City (Orlando), State (FL), and Zip (32804). There is also a "Save Card Profile" checkbox which is unchecked.
- 5:** Points to the ACH Information section, which includes fields for ACH Account Type (CHECKING), Bank Account Number (123123123), and Bank Routing Number (123456789).
- 6:** Points to the "Process Payment" button at the bottom of the form.