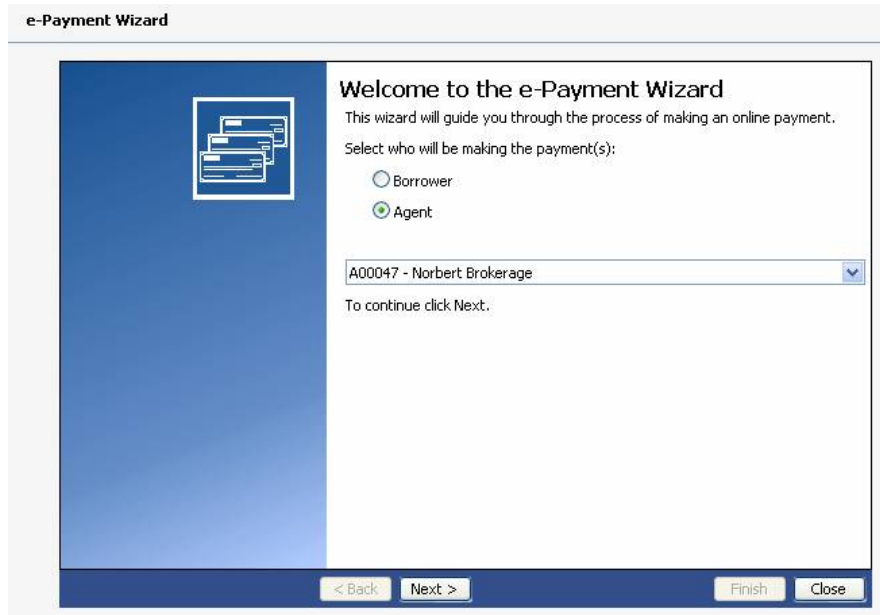


E-Payment Wizard

The e-payment wizard will guide the user through the process of making a payment online.

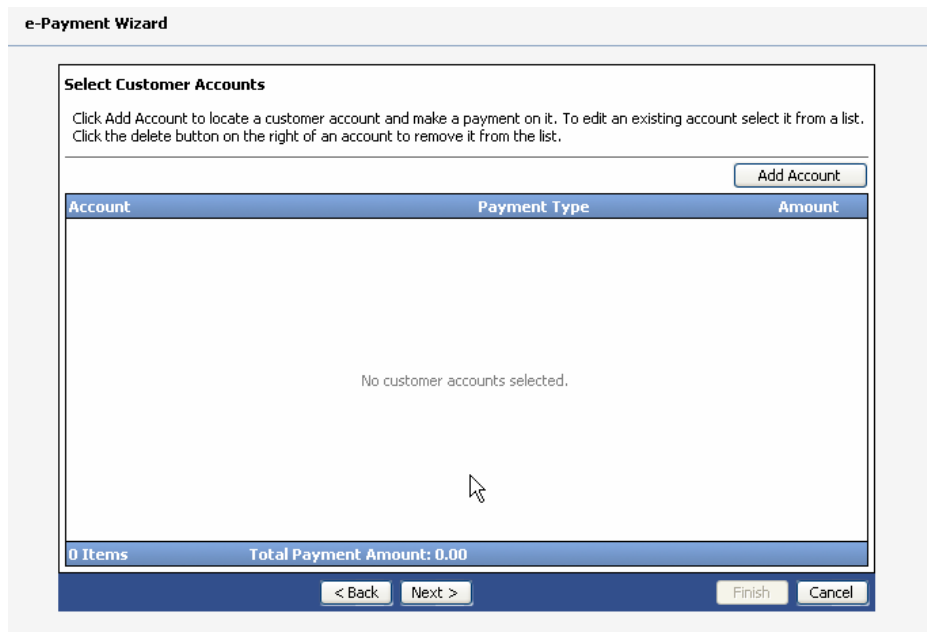


The screenshot shows the 'e-Payment Wizard' window. The title bar reads 'e-Payment Wizard'. The main content area has a blue header with a white icon of overlapping windows. Below the icon, the text reads: 'Welcome to the e-Payment Wizard. This wizard will guide you through the process of making an online payment. Select who will be making the payment(s):'. There are two radio buttons: 'Borrower' (unselected) and 'Agent' (selected). Below the radio buttons is a dropdown menu showing 'A00047 - Norbert Brokerage'. The text 'To continue click Next:' is displayed. At the bottom, there are four buttons: '< Back', 'Next >', 'Finish', and 'Close'.

Making an e-payment

- a. Select who will be making the payment; i.e. the Borrower or Insurance Agent. Click the “Next” button once the source has been selected.

If the user is making a payment from an entity other than the borrower, a new window will appear called Select Customer Accounts. This will allow the user to add one payment for one customer or multiple payments for multiple customers.



The screenshot shows the 'e-Payment Wizard' window with the 'Select Customer Accounts' dialog box open. The dialog title is 'Select Customer Accounts'. The text inside reads: 'Click Add Account to locate a customer account and make a payment on it. To edit an existing account select it from a list. Click the delete button on the right of an account to remove it from the list.' There is an 'Add Account' button in the top right corner. Below this is a table with three columns: 'Account', 'Payment Type', and 'Amount'. The table is currently empty, and the text 'No customer accounts selected.' is centered in the table area. At the bottom of the dialog, it says '0 Items' and 'Total Payment Amount: 0.00'. There are four buttons at the bottom: '< Back', 'Next >', 'Finish', and 'Cancel'.

The user can click “Add Account” to retrieve an account they wish to make a payment on.

The Select Customer Accounts screen will now include the list of account(s) you will now submit payments for.

Select Customer Accounts

Click Add Account to locate a customer account and make a payment on it. To edit an existing account select it from a list. Click the delete button on the right of an account to remove it from the list.

Account	Payment Type	Amount
ABC-69112 - Dairy Cup (Imported: IFI-001952)	Payment	1,298.22 ✕

1 Item Total Payment Amount: 1,298.22

Click the “**Next**” button to continue.

e-Payment Wizard

Select Borrower

Select the customer account to make the payment on, enter the amount, and select how it should be applied.

Account or Bar Code:

Press Alt+F3 to search.

Amount:	<input type="text"/>	Status:	<input type="text"/>
Payment Source:	Borrower	Next Due Date:	<input type="text"/>
Payment Method:	Check	Regular Payment:	<input type="text"/>
Payment Type:	[Select an Item] ▼	Account Balance:	<input type="text"/>

- b. Account or Bar Code - Enter the customer account or click on the search icon to find the correct account.
- c. Amount - In this field the payment amount will automatically default to the current amount due. Make sure the dollar amount is correct or enter a different dollar amount.
- d. Payment Type - Select the payment type from the dropdown list. There are three options available: Down payment, Payment or Return Premium.
- e. Click the “**Next**” button

e-Payment Wizard

Enter Check Information

Please provide information on the checking account from which to transfer funds, as well as the name and address of the account holder.

Name: Check Number:

Check Date:

Bank Name: Check Fee:

Check Amount:

Routing Code: Account Number:

Address:

City:

Country:

Region / Postal:

< Back Next > Finish Cancel

- f. Name - Review the Name of the insured to make sure it is correct.
- g. Bank Name – Enter the correct bank name
- h. Check Number - Enter a check number if the field does not contain a check number already. A check will be created from this account when the payment is submitted. If the Check Number field has “automatic” already placed in this field then the payment will be processed as an ACH and debited from the account.
- i. Check Fee – This is the amount the finance company charges for processing e-payment.
- j. Check Date - Enter the payment date
- k. Routing Code - Enter the routing code
- l. Account Number - Enter the bank account number
- m. Review and/or add the address of the payee
- n. Click the “**Next**” button

Review the Payment confirmation and then click on “**Finish**” to submit the payment.

Confirm Payment

Check the information below. Click the back button to make any changes. If all the information below is correct, click the finish button to complete the transaction.

Paid By:	Bank Information:	Check Information:
Dairy Cup	Bank Name: Bank Of America	Check #:
Keith Marsh	Routing #: 111000025	Date Entered: 5/10/2007
PO Box 1511 Mt Carmel, TN 37645	Account #: 5646789751321	Check Amount: 1,298.22

Account	Payment Type	Amount
ABC-69112 - Dairy Cup (Imported: IFI-001952)	Payment	1,298.22

1 Item Total Payment Amount: 1,298.22

< Back Next > Finish Cancel