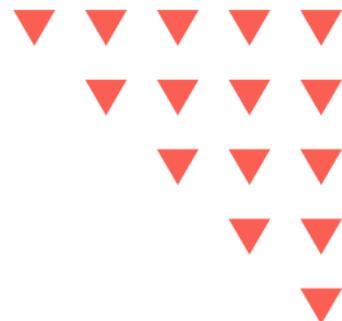


xoopah

# Payments Section Guide



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## Payments

### How can I collect payments from my customers through Xoopah?

Payment can be collected by sending the customer a payment link via Email or SMS. The payment link is integrated with Stripe and Authorized.net. Another way is to process payment via Visa or Mastercard by entering card details in the "Collect Payment Now" tab of "Get Paid" option, either from Contact Hub or Bookings.

### Are these methods secure?

Xoopah enables you to securely collect and process payments from your customers. Stripe and Authorize.Net are secure payment gateways for online payments enabling fast, reliable, and secure transmission of transaction data.

### How to choose online payment method?

- Select "Integration" from the left side drop down menu".
- Payment options include Stripe and Authorize.Net.
- Connect with the desired one to proceed further.

### Can I generate Invoices?

Yes, you can generate invoices for the customers based on the services used and these invoices can be sent to the customer through Email or SMS (along with a payment link).

### Can I Generate Invoices without connecting my payment account?

No, in order to create your invoice, you have to connect your payment account first. You can connect your payment account in the invoices section or in the integration section.

### How can I create an invoice through your platform?

- Go on the Payments section from the dashboard.
- Connect your payment account with Xoopah.
- Once the payment account is connected, you will be able to create and send invoices.

### How can I send an invoice to my customers?

When you create an invoice, it asks you to send it to the customer via SMS or email. You can either send the invoice either by Email or SMS or both.

### How integrated payment processing can benefit my business?

- It will expand the value of your platform.
- It offers multiple payment options.
- Fast and seamless checkout payments.
- Never worry about compliance or security.

## Why do I need a Merchant Account or Payment Gateway?

A merchant account is a type of bank account that allows businesses to accept payment by debit or credit cards. A payment gateway facilitates the secure transfer of information between you and your merchant account. These work together to process automated transactions, such as by credit card, and transfer the appropriate funds to your merchant account. Xoopah manages and automates this process for your business via our integrations with secure payment gateways.

## Can I delete my invoice?

No, you cannot delete your invoice.