

### **Guest Checkout**

### Navigate: Merchant Website $\rightarrow$ Check Out $\rightarrow$ MerchantE Hosted Payments Page $\rightarrow$ Guest Checkout

When customers choose to check out as a guest, they will not be able to store their card for future payments nor will they have the ability to set recurring payments.

1. The customer clicks **Guest Checkout** from the Host Payments login page. The following page is displayed.

Discover/VISA/Mastercard/AMEX



	<b>*5000</b>	
	\$500.0	)
	Enter Amo	unt
Add credit/d	lebit card.	
Card Number		
411111111111111		
Expiration MMYY		CVV/CVC/CID
1122		111
(	Continue to Billing	Details >

- 2. The customer types the following payment information:
  - Amount of the payment
  - The card number
  - Expiration date in MMYY format
  - The CVV/CVC/CID for the card

The customer then clicks **Continue to Billing Details** and the following screen is displayed.

	e-SOLUTIONS a CHO company	Your Account
	\$5.00 Amount	
Add Billing	g Details	
First Name	Last Name	
guest cc	user	
Email Address		
testuser@g.com		
Street Address		
123 street		
City	State	
alpharetta	Georgia	~
Zip Code	Country	

1150 Sanctuary Parkway, Suite 300, Alpharetta, GA 30009 ©2023 Merchant eSolutions, Inc. All rights reserved. www.merchante.com

### **MERCHANTE**



- 3. The customer provides the following billing details:
  - First and Last Name
  - Email address
  - Streets address
  - City, State, ZIP code, and Country

The customer then clicks **Continue to Checkout** and the following screen is displayed.

	MERCHANT e-SOLUTIONS a GHE company	Your Account
	\$5.00	
Total Amount		
Confirm your payment		
Payment Summary		
Name	guest co	cuser
Payment Plan	One-Tir	ne Payment
Amount	\$5.00	
Card Number	VISA 41	8908xxxxx1656
I'm not a robot	reCAPTCHA Privacy-Terms	

 The customer is able review the **Payment Summary** before submitting the payment. The customer must successfully complete the reCAPTCHA challenge before the can click **Confirm Order**.

They will then see the **Payment Confirmation**:



Payment Co	offirmation
Payment Co	nfirmation Thanks for shopping with us.
	. Thanks for shopping with us.
Confirmation #5002. An email invoice has	been sent to testuser@g.com.
Merchant Information	
Name	Your DBA
City & State	SPOKANE, WA
Zip Code	992122721
Phone Number	(509) 232-5651
Transaction Information	
Date & Time	23/04/20 17:31:48
Payment Plan	One-Time Payment
Amount	\$5.00
Currency Code	USD
Approval Code	T7340H
Card Information	
Card Number	<b>VISA</b> 418908xxxxxx1656
Billing Address	123 street
Zip Code	12345
	Exit

5. The customer can review the confirmation that the payment has been successfully submitted. This screen specifies where the email invoice has been sent. Customers can click **Exit** once they are done reviewing this page.

#### Making Payments Using Apple Pay as a Guest

Navigate: Merchant Website  $\rightarrow$  Check Out  $\rightarrow$  MerchantE Hosted Payments Page  $\rightarrow$  Apple Pay  $\rightarrow$  Guest Checkout

1. On your website, select goods or services and check out to open the **Hosted Payments Page**. Click the **Guest Checkout** button.



Sign In		
Email Address		
a@b.com		
Password		
Password		
Forgot password?		
	B Member Sign In	
	Guest Checkout	
Don't have an acco	unt? Sign Up!	

2. Click **Continue with Apple Pay**. The **Payment Sheet** appears.



3. Choose the Billing Card and Address for the payment.



4. Confirm the payment on the listed device. The **Payment Confirmation** will display that the payment has been made.

1150 Sanctuary Parkway, Suite 300, Alpharetta, GA 30009 ©2023 Merchant eSolutions, Inc. All rights reserved. <u>www.merchante.com</u>



Payment Confir	mation	
Transaction Id: 291d6501 Thank you for your payme perez.osmar@outlook.cor	ction Id: 291d65017610327f8a6b1e48110f3d17 you for your payment. An email invoice has been sent to osmar@outlook.com.	
Merchant Information		
Name	MATT G TEST ACCOUNT	
City & State	SPOKANE, WA	
Zip Code	99212	
Phone Number	(509) 232-5610	
Transaction Information		
Date & Time	10/18/22 3:37:13 PM EDT	
Payment Plan	One-Time Payment	
Amount	\$50.10	
Currency Code	USD	
Approval Code	T40143	
Digital Wallet Information		
<b>€</b> Pay	Paid with Apple Pay	
	Exit	

### Creating an Account

Navigate: Merchant Website  $\rightarrow$  Check Out  $\rightarrow$  MerchantE Hosted Payments Page Customers that create an account can log in on subsequent payments and set up recurring payments.

1. From the Hosted Payments sign in page, the customer clicks Sign Up! The Create Account screen is displayed.





First Name	Last Name	
Enter First Name	Enter Last Name	
Email Address		
user@emailaddy.com		
Password		
Enter password		
Confirm Password		
Enter password		
Accept terms and conditions.		
	Save & Continue	

- 2. On the **Create Account** screen, the customer must then:
  - Type their **First** and **Last Name**.
  - Type their Email address.
  - Type their **Password**.
  - Confirm their **Password**.
  - Click the check box to Accept terms and conditions.
  - Click the **Save & Continue** button.

The following screen is displayed.





Security Que	estions
Choose your security below	questions and provide your answers in the form
Question	
	· · · · · · · · · · · · · · · · · · ·
Answer	
Placeholder	
Question	
	· · · · · · · · · · · · · · · · · · ·
Answer	
Placeholder	
Question	
	· · · · · · · · · · · · · · · · · · ·
Answer	
Placeholder	
	Register

 The customer then selects three security questions and provides the answers for future use in case they forget their password. They must select three different security questions. After selecting the questions, the customer clicks Register and the following confirmation screen is displayed:



- 4. A confirmation email will be sent to the email address that the customer used for registration. The customer has two options available:
  - The customer can click the unique link within the confirmation email to verify their account.
  - The customer can click the **Continue Checkout** button to go the payment information screens.

### MERCHANT =



5. If the customer has opted to continue submitting their payment, the customer types the amount to be paid and selects **New Credit/Debit Card** since there is not card on file. The customer clicks **Continue** and the following screen is displayed.

iscover/VISA/Mastercard/AMEX
Twenty & Oak
\$225.00 Amount
Add credit/debit card.
Card Number VISA Card Number 800000
Expiration MMYY CVV/CVC/CID  1221
Save card for future use
Continue >

- 6. The customer types the following payment information:
  - **Amount** of the payment
  - The card number
  - Expiration date in MMYY format
  - The CVV/CVC/CID for the card.
  - The customer then clicks **Continue to Billing Details** and the following screen is displayed.





	\$500.00 Enter Amount	
Add billing de	tails	
First Name	Last Name	
Fname	Lname	
Email Address		
myname@email.com		
Street Address		
123 Main St		
City	State	
Atlanta	Georgia	~
Zip Code	Country	
30301	UNITED STATES	~

- 7. The customer provides the following billing details:
  - First and Last Name
  - Email address
  - Streets address
  - City, State, ZIP code, and Country

The customer then clicks **Continue to Checkout** and the following screen is displayed.

Traditional Payment Confirmation





	\$500.00
Total Annount	
Confirm your	payment
Payment Summary	
Name	Fname Lname
Payment Plan	One-Time Payment
Amount	\$500.00
Card Number	VISA XXXXXXXXXXXXXXXXXX1111
Time Zone	Choose a Timezone 🗸

8. The customer is able review the **Payment Summary** before submitting the payment. The customer must successfully complete the reCAPTCHA challenge before the can click **Confirm Order**.

They will then see the **Payment Confirmation**:

## MERCHANT =



	e-SOLUTIONS a OBLe Company	Your Account
Payment Confirmation		
Merchant Information		
Name	Your DB	Ą
City & State	SPOKAN	E, WA
Zip Code	9921227	21
Phone Number	(509) 233	2-5651
Transaction Information		
Date & Time	23/04/	/20 17:31:48
Payment Plan	One-T	ime Payment
Amount	\$5.00	
Currency Code	USD	
Approval Code	T7340	н
Card Information		
Card Number	VISA 4	18908xxxxx1656
Billing Address	123 str	eet
Zip Code	12345	
	Exit	

9. The customer can review the confirmation that the payment has been successfully submitted. This screen specifies where the email invoice has been sent. Customers can click **Exit** once they are done reviewing this page.