



## USER GUIDE

### Shopify Lay-Buy Payment Gateway and App

#### Your Shopify store's Checkout:

Customer is offered an affordable payment option in your Shopify store's checkout to pay-off their purchase via a LAY-BUY payment plan

ced1-store

[Cart](#) > [Customer information](#) > [Shipping method](#) > [Payment method](#)

#### Payment method

All transactions are secure and encrypted. Credit card information is never stored.

<input type="radio"/> Credit card	
<input type="radio"/> <b>PayPal</b>	
<input checked="" type="radio"/> <b>PUT IT ON LAY-BUY</b> <small>powered by PayPal</small>	
 You will be redirected to PUT IT ON LAY-BUY Powered by PayPal to complete your purchase securely.	

#### Billing address

<input checked="" type="radio"/> Same as shipping address
<input type="radio"/> Use a different billing address

Subscribe to our newsletter

[Return to shipping method](#)

[Complete order](#)

	Lay-Buy mobile payments	\$3.00 AUD
<hr/>		
Subtotal		\$3.00 AUD
Shipping		\$8.00 AUD
Taxes		\$0.30 AUD
<hr/>		
Total	AUD	\$11.30 AUD

**Payment Plan:**

Customer is then presented with a payment plan where they get to select the down-payment % they want to pay today, and how many monthly instalments they need to pay-off the balance. **Your store's logo will however replace the Lay-Buys logo in below image.**



### LAY-BUY Payment Plan

Customer Name	Warrin van Deventer
Customer Email	sharonvd@y7mail.com
Order Invoice Id	#5819386950
Total Order Amount	11.30
Currency	AUD
Down Payment % *	10
Months to Pay *	6

Plan Preview

Payment	Due Date	Amount
DownPayment	Today	AUD1.10
1	Feb 29,2016 10:29:21 AM	AUD1.70
2	Mar 29,2016 10:29:21 AM	AUD1.70
3	Apr 29,2016 10:29:21 AM	AUD1.70

Your goods/services will be delivered once your final payment has been received.

A 0.9% admin fee is payable to Lay-Buys.



## Payment in PayPal:

Customer is then re-directed to PayPal, where they pay the down-payment today and the recurring Lay-Buy payment plan profile is setup between them and you, the merchant. All monies are paid directly into the merchant's PayPal account throughout LAY-BUY period.

Customer will pay via their existing PayPal account, or via their credit card if they do not have a PayPal account.

Your order summary	
Descriptions	Amount
<a href="#">DownPayment (excl. recurring paymen...</a>	\$1.10
Item price: \$1.10	
Quantity: 1	
<a href="#">Lay-Buys admin fee</a>	\$0.10
Item price: \$0.10	
Quantity: 1	
LAY-BUYS PAYMENT PLAN - 1.70 AUD per month for 6 months	
<b>Item total:</b>	<b>\$1.20</b>
<b>Total \$1.20 AUD</b>	

  

### Choose a way to pay

▶ [Pay with my PayPal account](#) **PayPal**   
Log in to your account to complete the purchase

▼ [Create a PayPal account](#)  
And pay with your credit or debit card

[Learn more about PayPal](#) – the faster, safer way to pay.

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Country

Card number

Payment type    

Expiry date mm / yy  
 /

CVV   
[What is this?](#)

Date of birth dd / mm / yyyy  
 /  /   
[Why?](#)

Please enter your full legal name

First name

Middle name(s)   
(optional)

Last name

## SHOPIFY Admin: Orders

The Lay-Buy order is then created in Shopify with a **Pending** status. Lay-Buy orders will remain at **Pending** status throughout the Lay-Buy period until final payment is made by the customer, where status then moves to **Paid** for merchant's fulfillment.

ORDERS

Orders

Drafts

Abandoned checkouts

Orders

Export Create order

Enable desktop notifications

Receive an alert on your desktop as soon as a new order comes in.

All Orders Open Unfulfilled Unpaid

Filter orders Start typing to search for orders...

Order	Date	Customer	Payment status	Fulfillment status	Total
<input type="checkbox"/> #1020	Yesterday, 7:16am EST	<a href="#">Sharon van Deventer</a>	Pending	Unfulfilled	\$11.30
<input type="checkbox"/> #1019	Yesterday, 6:43am EST	<a href="#">Sharon van Deventer</a>	Paid	Fulfilled	\$11.30

## SHOPIFY Admin: Order Details

All Lay-Buy orders are auto tagged ‘LAY-BUY’ and assigned a note ‘PUT IT ON LAY-BUY powered by PayPal’

ORDERS

Orders / #1019 Yesterday at 6:43am EST

Orders

Drafts

Abandoned checkouts

Order details Online Store

Fulfilled

 Lay-Buy mobile payments	\$3.00 × 1	\$3.00
	Subtotal	\$3.00
	Shipping Standard Shipping 0.0 kg	\$8.00
	GST 10%	\$0.30
	<b>Total</b>	<b>\$11.30</b>
	Paid by customer	\$11.30

Payment of \$11.30 was accepted. [Refund](#)

All items were shipped.

Additional details

Note

PUT IT ON LAY-BUY powered by PayPal

Tags

LAY-BUY x

Click to add previously used tags:

LAY-BUY

Customer 16 orders



Sharon van Deventer  
sharonvd@y7mail.com [Edit](#)

Has an account

Shipping address [Edit](#)

Sharon van Deventer  
10  
Brisbane, QLD, 4000  
Australia  
[View map](#)

Billing address

Same as shipping address

Risk level

LOW MEDIUM HIGH

Always verify orders that seem suspicious. [Learn more](#) about fraud prevention.  
[View full risk analysis](#)

Conversion

Landing page  
/products/t-shirt-test

## SHOPIFY Admin: Managing Lay-Buy orders

The merchant would have installed the **Lay-Buy App** when getting the Lay-Buy gateway in place on their Shopify website. The Lay-Buy App will reside within the merchant's admin menu under Apps.

Admin users of merchant store clicks on the Lay-Buy App to access the payment plan details for all Lay-Buy orders.

**shopify** Apps

Private apps Browse Shopify App Store

**Installed apps**  
These are your installed apps.

**lay-buys virtual terminal**  
secure cloud-based mobile payments  
PUT IT ON LAY-BUY  
By Lay-Buy Financial Solutions Pty Ltd

**Trending apps**  
Add new functionality, increase productivity, and delight your customers. Apps like these can help optimize how you run your business.

**Video Background**  
\$5.99 / month  
★★★★★ 15 reviews

**PresskitHero**  
Easily create and manage a professional press kit  
PresskitHero - Create a professional press ...  
From \$0.00 / month  
★★★★★ 16 reviews

**Multi Slider**  
By POWr  
POWr Multi Slider  
Free - \$3.99 / month  
★★★★★ 9 reviews

**Fishbowl Prizes**  
Fishbowl Prizes - Email Capture, Prize Give...  
From \$0.00 / month  
★★★★★ 30 reviews

## SHOPIFY Admin: Lay-Buy App

The admin user will be presented with the Lay-Buy App menu items per below after clicking on the **Lay-Buy App** in their Apps admin menu.

The 'Shopify Configuration' tab will hold your merchant configuration settings for your Lay-Buy orders.

'Your Shopify Orders' tab will hold all payment plan details for all the Lay-Buy Shopify orders.



The screenshot displays the Shopify admin interface for the Lay-Buy app. On the left is a dark sidebar with the Shopify logo and a navigation menu including Search, Home, Orders (with a '15' badge), Products, Customers, Reports, Discounts, Online Store, Point of Sale, Apps (highlighted), and Settings. The main content area has a header with the Lay-Buy logo and the text 'virtual terminal secure cloud-based mobile payments'. To the right of the logo is a circular seal for 'VIRTUAL TERMINAL' with the tagline 'The easiest here payment platform online for BUYERS and SELLERS'. Below the header is a list of menu items:

- [Enter Sale as the Seller](#)
- [View as Seller Log](#)
- [View Payments In](#)
- [Update Your Details](#)
- [Your PayPal Details](#)
- [Shopify Configuration](#)
- [Your Shopify Orders](#)
- [Change Password](#)
- [Log Out](#)

At the bottom of the page is a footer with the following text: Copyright LAY-BUYS (2014) | [Lay-Buys Put It On Lay-Buy \(Powered by Paypal\) Terms & Conditions](#) | [Privacy Policy](#) | [Contact](#) | [Go to Home Page](#)

## SHOPIFY Admin: Lay-Buy App – Shopify Configuration

The admin user can reset the store's 'Shopify Configuration' tab if they want to change the down-payment % or the number of monthly instalments they are offering their customers in their checkout.

'Your Shopify Orders' tab will hold all payment plan details for all the Lay-Buy Shopify orders.

shopify PUT IT ON LAY-BUY / Account Details

- Enter Sale as the Seller
- View as Seller Log
- View Payments In
- Update Your Details
- Your PayPal Details
- Shopify Configuration
- Your Shopify Orders
- Change Password
- Log Out

### Shopify Details

Fields with \* are required.

Merchant ID	10973
Shop Url *	ced1-store.myshopify.com
Merchant Email	sales@lay-buys.com
Shopify Gateway URL	https://www.shopify.com/login?redirect=authorize_gateway%2F1030206
Minimum Deposit Amount	10 ▲ Minimum Deposit Amount (defaults to 20%)
Maximum Deposit Amount	50 ▲ Maximum Deposit Amount (defaults to 50%)
Maximum Number of Months to pay	6 ▲ Maximum Number of Months to pay Balance (defaults to 3)
Line Items Description	Yes ▼
Image/Logo	No file chosen ▲ logo or image (max. 750x90) to appear on Lay-Buys page for your branding or white-labeling.
Plan Page Banner	No file chosen ▲ This image (max. 390x156) is used as banner on installment Plan Page.
Gateway URL	http://lay-buys.com/gateway/
Api IP-Address	https://lay-buys.com/report/ ▲ By default it is "https://lay-buys.com/report".
Enable Automatic Fetching	Yes ▼
Schedule	Daily ▼
Time of Day	00 ▼ : 00 ▼ : 00 ▼

[UPDATE](#) [Install Payment Gateway](#) [Install Embedded App](#)

## SHOPIFY Admin: Lay-Buy App – Your Shopify Orders

The admin user monitor, track or revise the payment plans for any Lay-Buy Shopify order.

The admin user clicks on  to view the Lay-Buy order's payment plan.

The Lay-Buy App is fully integrated into the Shopify orders and statusing – so when a final payment is made by customer the payment plan moves to 'complete' status in Lay-Buy App, and the order residing within merchant's 'orders' moves to 'Paid' status for merchant's fulfillment. These updates to the order status are automated via a cronjob that runs on our servers. But if a merchant wants to fulfill an order immediately, they then click 'Fetch Reports' and then Update Shopify Order Status'.



 PUT IT ON LAY-BUY / Account Details

- Search
- Home
- Orders 15
- Products
- Customers
- Reports
- Discounts
- Online Store
- Point of Sale
- Apps
- Settings

- Enter Sale as the Seller
- View as Seller Log
- View Payments In
- Update Your Details
- Your PayPal Details
- Shopify Configuration
- Your Shopify Orders
- Change Password
- Log Out

### Shopify Orders Listing

Select a Shopify Order :  Plan Preview

Update Shopify Order Status
Fetch Reports

Displaying 1-30 of 33 results.

Date	PayPal Profile ID#	LayBuy Ref No	Store Name	Shopify Order Status	Order ID#	Buyer	Amount	Status	Action
27/01/16	I-25CA8FA32NCD	1887	ced1-store.myshopify.com	Pending	#1020	warrin van deventer	10.20 AUD	Cancelled	
27/01/16	I-H6B5HDE823KR	1886	ced1-store.myshopify.com	Pending	#1020	warrin van deventer	11.30 AUD	Cancelled	
27/01/16	n/a	1885	ced1-store.myshopify.com	Completed	#1019	warrin van deventer	AUD	Completed	

## SHOPIFY Admin: Lay-Buy App – Your Shopify Orders - Revise Plan

The admin user clicks on the [Revise Plan](#) to revise the Lay-Buy order, if a customer wants to immediately settle the Lay-Buy order or wants more time to pay-off their Lay-Buy order.

[Dashboard](#) » [Revise Your Plan](#)

- [Enter Sale as the Seller](#)
- [View as Seller Log](#)
- [View Payments In](#)
- [Update Your Details](#)
- [Your PayPal Details](#)
- [Shopify Configuration](#)
- [Your Shopify Orders](#)
- [Change Password](#)
- [Log Out](#)

Latest Transaction Information updated.

### Current Plan

[Back](#) [Revise Plan](#)

#### Reference Information

Paypal Profile Id	I-T2LKG1S0N2BV
Lay-Buy Reference ID	1818
Order Invoice ID	#5704682246

#### Customer Information

Name	warrin van deventer
Email	sharonvd@y7mail.com
Address	10 McIlwraith Rd Joyner QLD 4500 Australia

#### Payment Plan

Status	Pending
Amount	28.00
Down Payment %	10
Months	6
Down Payment Amount	2.80

#### Payment History

Date	Type	Transaction ID	Amount	Status
13/01/2018	Downpayment	5EM44980HU479092J	2.80	Completed

## SHOPIFY Admin: Lay-Buy App – Your Shopify Orders – Revise Plan (Buy-Now) – Send Email to Buyer

The admin user has clicked on the on the **Revise Plan** to revise the Lay-Buy order, due to customer wanting to immediately settle the Lay-Buy order. Payment Type then remains on 'BUY-NOW' and admin user clicks on **Save order And Send Email To Buyer** and an email is sent with the payment link to customer to make payment of outstanding amount in PayPal. Customer pays and status of order is updated in Shopify 'orders' and payment plan status in Lay-Buy App is updated to 'complete'. The PayPal recurring profile is then also cancelled in PayPal, so no more payments are paid from the customer to the merchant. The original payment plan status then moves to 'cancelled' in Lay-Buy App.

[Dashboard](#) » [Revise Your Plan](#)

- [Enter Sale as the Seller](#)
- [View as Seller Log](#)
- [View Payments In](#)
- [Update Your Details](#)
- [Your PayPal Details](#)
- [Shopify Configuration](#)
- [Your Shopify Orders](#)
- [Change Password](#)
- [Log Out](#)

Latest Transaction Information updated.

### Current Plan

[Back](#)

[Save order And Send Email To Buyer](#)

#### Reference Information

Paypal Profile Id	I-T2LKG1S8N2BV
Lay-Buy Reference ID	1818
Order Invoice ID	#5704682246

#### Customer Information

Name	warrin van deventer
Email	sharonvd@y7mail.com
Address	10 Mollwraith Rd Joyner QLD 4500 Australia

#### Payment Plan

Status	Pending
Amount	28.00
Down Payment %	10
Months	6
Down Payment Amount	2.80

Remaining Amount	25.2
Payment Type	<input checked="" type="radio"/> BUY-NOW <input type="radio"/> LAY-BUY

## SHOPIFY Admin: Lay-Buy App – Your Shopify Orders – Revise Plan (Lay-Buy) – Send Email to Buyer

The admin user has clicked on the **Revise Plan** to revise the Lay-Buy order, due to customer wanting more time to settle Lay-Buy order.

Payment Type then switched to 'LAY-BUY' and admin user clicks on **Save order And Send Email To Buyer** and an email is sent with payment link to customer to make payment of the down-payment and sets up another payment plan for the balance outstanding amount in PayPal.

Customer pays, status of order remains as 'pending' in Shopify 'orders' and a new payment plan is setup in Lay-Buy App, with a 'pending' status and against the same Shopify order number. The old revised payment plan for order will move to status of 'revise requested' in Lay-Buy App while awaiting customer to make payment - but then moves to status 'revised' when customer has clicked on email and made payment in PayPal. The associated recurring profile for revised plan is cancelled in PayPal, and new recurring profile is setup in PayPal for the new 'pending' Lay-Buy order.

Dashboard » Revise Your Plan

- Enter Sale as the Seller
- View as Seller Log
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- Update Your Details
- Your PayPal Details
- Shopify Configuration
- Your Shopify Orders
- Change Password
- Log Out

Latest Transaction Information updated.

### Current Plan

Back
Save order And Send Email To Buyer

#### Reference Information

Paypal Profile Id	HT2LKG18EN28V
Lay-Buy Reference ID	1818
Order Invoice ID	#8704682246

#### Customer Information

Name	walrin van deventer
Email	sharonvd@7mail.com
Address	10 McIlwraith Rd Joyner QLD 4600 Australia

#### Payment Plan

Status	Pending
Amount	28.00
Down Payment %	10
Months	6
Down Payment Amount	2.80

Remaining Amount	25.2
Payment Type	<input type="radio"/> BUY-NOW <input checked="" type="radio"/> LAY-BUY

Please Choose Your Payment Plan

\* Initial Payment

\* Months:

Plan Preview

Payment	Due Date	Amount
DownPayment	Today	2.52
1	28/02/16	22.68

Your goods/services will be delivered once your final payment has been received.