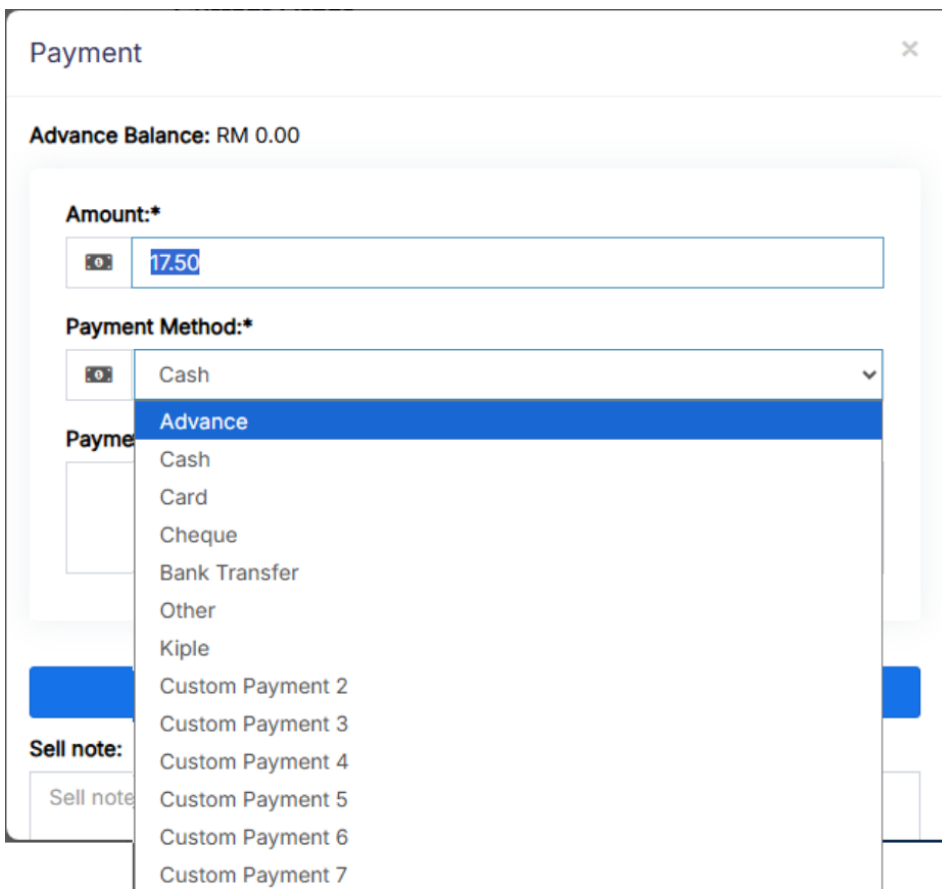


Adding & Editing Payment Method or Pay Via options (Custom payments)

- [Adding & Editing Payment Method or Pay Via options \(Custom payments\)](#)

Adding & Editing Payment Method or Pay Via options (Custom payments)

Payment Methods:



The screenshot shows a 'Payment' form with the following fields and options:

- Advance Balance:** RM 0.00
- Amount:*** Input field containing 17.50
- Payment Method:*** Dropdown menu with the following options:
 - Cash
 - Advance (highlighted)
 - Cash
 - Card
 - Cheque
 - Bank Transfer
 - Other
 - Kiple
 - Custom Payment 2
 - Custom Payment 3
 - Custom Payment 4
 - Custom Payment 5
 - Custom Payment 6
 - Custom Payment 7
- Sell note:** Input field containing Sell note

In the above screen, you can see “Pay method” or “Pay Via” options, the same option appears in POS “Multiple Pay” popup. With SenangUrus ERP you can add or edit existing payment options.

Enabling/Disabling Payment Methods in a business location:

- In Settings -> Edit business location:

Settings

- User Management
- Roles and Permissions
- Sales Agents
- Business Settings
- **Business Locations**
- Invoice Settings

Business Locations Manage your business locations

All your business locations

Search ...

Name	Location ID	Landmark	City	Zip Code	State	Country	Price Group	Invoice scheme	Invoice layout for POS	Invoice layout for sale	Action
Interns Test	BL0001	Landmark	City	18293	Johor	Malaysia		Default	Default	Default	<input type="button" value="Edit"/> <input type="button" value="Settings"/> <input type="button" value="Deactivate Location"/>
Kiosk Makanan	SMKPU		Kota Tinggi	81620	Johor	Malaysia		Default	Default	Default	<input type="button" value="Edit"/> <input type="button" value="Settings"/> <input type="button" value="Deactivate Location"/>

you will find a list of all payment methods, you can enable/disable it by checking/unchecking the option.

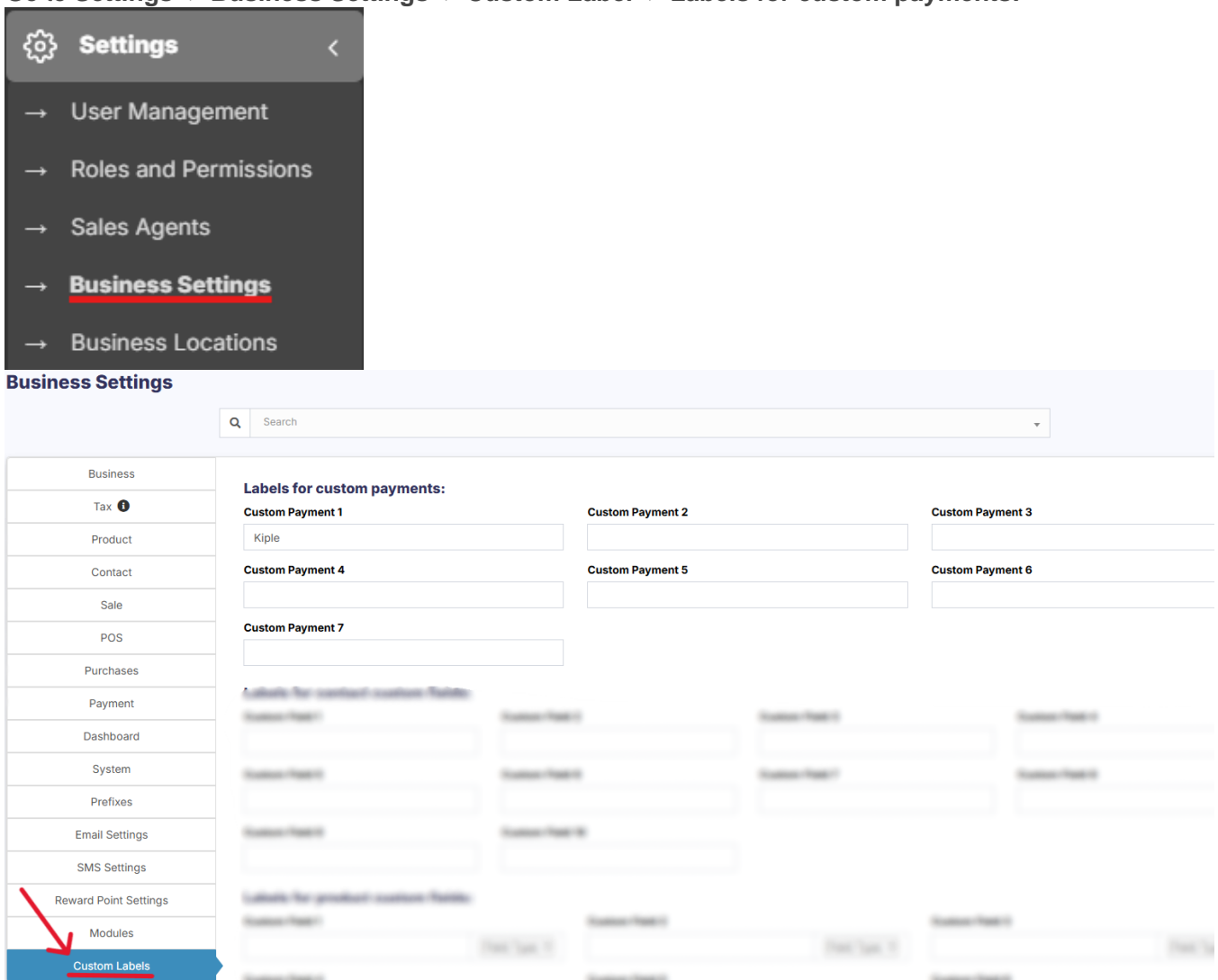
Payment Options: ⓘ

Payment Method	Enable
Cash	<input checked="" type="checkbox"/>
Card	<input checked="" type="checkbox"/>
Cheque	<input checked="" type="checkbox"/>
Bank Transfer	<input checked="" type="checkbox"/>
Other	<input checked="" type="checkbox"/>
Kiple	<input checked="" type="checkbox"/>
Custom Payment 2	<input checked="" type="checkbox"/>
Custom Payment 3	<input checked="" type="checkbox"/>
Custom Payment 4	<input checked="" type="checkbox"/>
Custom Payment 5	<input checked="" type="checkbox"/>
Custom Payment 6	<input checked="" type="checkbox"/>
Custom Payment 7	<input checked="" type="checkbox"/>

- Set default account for payment methods: <https://ultimatefosters.com/docs/ultimatepos/payment-accounts/setting-default-payment-accounts-for-payment-methods/>

Editing custom payments labels:

- By default, the custom payment labels display as “Custom Payment 1” and similar.
- Go to **Settings** -> **Business Settings** -> **Custom Label** -> **Labels for custom payments**:



- Change ‘Custom Payment 1’ or the others to something you need.
- For example, if we want the labels of custom payment 1 to display as ‘GrabPay’ then it will be like this:
 - ‘custom_payment_1’ => ‘GrabPay’,

Using custom payments in POS:

- While making a sale, in POS screen click on the multiple pay button.
- Select the required custom payment method for the payment method field.

Payment



Advance Balance: RM 0.00

Amount:*

Payment Method:*

Payment note:

Add Payment Row

Sell note:

Staff note:

Total Items:	1.00
Total Payable:	RM 17.50
Total Paying:	RM 17.50
Change Return:	RM 0.00
Balance:	RM 0.00

Close

Finalize Payment