

Knowledgebase > SalesPad > Sales > Payment Splitting

Payment Splitting

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Overview

Beginning with version 5.3.11 of SalesPad Desktop, sales document payments now have increased support for splitting and partial invoicing. Major features include:

- When splitting or partial invoicing a sales document, its manual payments, captures, and charges can be split between the open sales documents instead of being automatically assigned to the first split order or partial invoice.
- PayFabric and Square authorizations can be partially captured multiple times across related sales documents.
- Enhanced payment visibility is provided on sales documents, adding new ways to see related captures and an overview of payment information.

Multiple Capture Differences

PayFabric and Square payments are handled differently behind the scenes when processing multiple captures for the same authorization.

When partial capturing against a PayFabric authorization multiple times, the same authorization is used for all captures. Each sales document can be partially captured against its own authorization multiple times. Each split order or partial invoice can partially be captured against the authorizations from the originating order.

When partial capturing against a Square authorization multiple times, the current authorization is adjusted to the capture amount, and a new authorization is created for the remaining authorized amount. Each sales document can partially capture against its own authorization multiple times, and the new authorization for the remaining amount is assigned to that document. Each split order or partial invoice can be partially captured against the authorizations from the originating order. When they partial capture, the new authorization for the remaining amount is created for the originating order, so that all split orders and partial invoices can still be captured against that new authorization. Capturing the full remaining authorized amount does not result in the creation of a new authorization.

Note that different payment providers and banks have varying expiration timeframes for authorizations, which can be shortened once the first capture is made. If the authorization expires, then the remaining amount on any pending orders or invoices must be reauthorized.

Setup

SalesPad Settings

Enabling all of the following settings will allow all payment splitting functionality.

Sales Document Entry

- *Split Manual Payments* During document splitting, distribute manual payments evenly among the resulting documents. Defaults to 'False'.
- *Split PayFabric Payments* During document splitting, distribute PayFabric payments evenly among the resulting documents. Defaults to 'False'.
- *Split Square Payments* During document splitting, distribute Square payments evenly among the resulting documents. Defaults to 'False'.

PayFabric

- *Enable Multiple Capture* When true, authorization transactions can be captured multiple times. NOTE: Requires the 'Send Document and Line Level Data' setting to be enabled. Defaults to 'False'.
- Send Document and Line Level Data When enabled, SalesPad will send document and line level data to PayFabric. Defaults to 'True'.

Square

- *Enable Multiple Capture* When true, authorization transactions can be captured multiple times. This is implemented by decreasing the amount on the authorization and creating a new authorization for the remaining amount. Defaults to 'False'.
- Use Original Sales Documents for Voids and Credits When true, void and credit transactions will be assigned to the sales document that has the original authorization, capture, or charge. When false, void and credit transactions will be assigned to the sales document from which the user voids or credits. Defaults to 'False'.

SalesPad Security

The Sales Document Properties plugin has a new sub-security that offers additional visibility for the payment splitting process.

• *Can View Payment Info Popup* - If set to 'True', hovering over the Payment amount field will display additional payment information. Defaults to 'True'.

PayFabric Gateway Setup

PayFabric has a Gateway Account Configuration screen which allows users to connect PayFabric to a payment processor. Only certain payment processors support capturing an authorization multiple times. Cavallo has confirmed that the EVO connector fully supports this functionality. According to PayFabric documentation, Authorize.Net, USAePay, and Payeezy also support multiple captures.

Please see PayFabric's user guide for additional details on how to set up a gateway if needed. Once set up, the *Default Gateway* setting in SalesPad can be used to specify which gateway to use for PayFabric transactions.

Usage and Examples

Multiple Capture

If *Enable Multiple Capture* is allowed, authorizations can be partially captured multiple times. Cavallo's recommended use case for this functionality is to create an authorization on the original order, split the order, and then use each split order to capture its portion of the authorization. This section will walk through that use case in detail.

To start, create an order with a fulfillable line item and a backordered line item. Then create an authorization for the order's full amount.

& Customer Search	🗙 🔬 Sales Do	cuments 🗙 🌡 Cust	tomer: [AARONFIT0001] Aaron Fi	tz Electrical 🗙 🗋 (ORDER) O	IDST4530 ×										
📑 Close 🛛 🛃 Sa								Z-USS 👻 🌳 Purchase						3	Invoice 📫 Forward
- Document Properties	Chamber 1								Shipping Address		Additional Prop	pertes		otals - GM: [\$	15.96] [48.33%]
Document #: ORD Customer #: AAR Cust PO: Req Ship: 9/11 Ship Method: GRO	Payments fo Payfiabric: 2 Actions: New Auth	ORDER ORDST4530	i: 0.00 🕐 Cash/Check: 0.00	Document Total: 2 Square: 0.00	33.95 Amount Ra	emaining: 253.95	 Processor Log (1) 	× ×	Aaron Pitz Electrical Bob Fitz 11403 45 St. South Chicago, IL 60603-07 USA P: (312) 555-0102 F: (312) 555-0102	76	Batch/Q: Price Level:	PART 1 RETAIL	× 0	fisc Charge: liscount: liscount % ireight: lax:	0.00 0.00% 0.00% 0.00
Whee: WAR	Capture	💥 Void 🛛 🔿 Credit	Create GP Payment [Show Related Captures				×	Ship Complete				1	otal: ayment:	253.95 P: 0.00 A: 253.95
	Trans Type	Card Name	Card Number	Transaction Amount	Transaction ID	Transaction Time								Acce	pt Payment
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Line Items Notes								Shipment Manufacturing Orders	Resources Pacejet:	Shipment S	ervice Transfers	Time In Queue (6 Availat 56	0) EDI Order O ble 00	y BO Commen	ock Sales Line (<
A100								39.95	39	.95 9/11/202	3			0	
3-A2490A								200.00	200	.00 9/11/202				1	
						α	200								

Next, run the Split Sales Document plugin and split the order by backorder quantities. This will create two split orders: a .1 order with the fulfilled item and a .2 order with the backordered item.

🛃 Save 🛛 🗞 Print 🛛 🗽	📲 Split Sales Document	🍓 Fulfillment 🧯	Process Shipm	nent 🛛 💢 Dele	te 🛛 🖓 Copy	숽 Allocate	🚯 Unalloo	ate	🏄 Dy
Splitting Document:	ORDST4530						-		×
- Split Options	Split Line Items								
✓ Backorder Quantities	Item Number	♥ Quantity	Qty Backorde	Qty Fulfilled	Qty Canceled	Warehouse		NI	DS
Non-Inventory	▲ Sales Doc Num: OR	DST4530.1							
Warehouse	<u>A100</u>	1	0	1	0	WAREHOUSE			
Shipping Method	Sales Doc Num: OR	DST4530.2							
Drop Ship Items	<u>3-A2440A</u>	1	1	0	0	WAREHOUSE			
Shipping Address									
Fulfilled Qty									
Custom Split Field									
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Do Not Split									
							OK	Cano	el

Open the .1 order and its payment window. The authorization from the original order is now visible from this split order. Select that authorization and click the **Capture** button to begin the capture process.

Payments Payments for ORDER ORDST4530 PayFabric: 253.95 Rev Auth New Charge	0.1 Card: 0.00 🖄 Cash/Check: 0.	Document Total: 39.	95 Amount F	Remaining: 39.95	Processor Log (0)	Misc Charge: Discount: Discount % Freight: Tax: Total:	0.00 0.00% 0.00% 0.00 0.00 39.95
🗿 Capture 🛛 💥 Void 🛛 🔿 Cr	edit 🛛 📓 Create GP Payment	Show Related Captures				Payment: Acce	P: 0.00 A: 253.95 pt Payment
rans Type Card Name	Card Number	Transaction Amount T	ransaction ID	Transaction Time			
		Please enter the desired amo	nt:			Qty BO Commen	t

The desired capture amount defaults to the order's total instead of the authorization's full amount. Trying to capture more than the order's total will present a warning for the user to confirm the action if overcharging is enabled. Otherwise, an error will be shown and overcharging will be prevented. After capturing, both the authorization and capture will be visible in the Payments window.

Payments								
Payments for	ORDER ORDST4530.1	- DEPOSITS: 39.95	Document Total: 3	9.95 Amount Re	emaining: 0.00			
1 PayFabric: 293.90 🗟 Credit Card: 0.00 🖉 Cash/Chedx: 0.00								
Actions:	New Charac							
Capture	Void Cred	it Create GP Payment	Payment Deposit C Show Related Captures	ard: Fitz, Aaron, Visa XXXX	00000000000000000000000000000000000000			
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Capture	Void Card Name	New Credit Create PayLink it Image: Create GP Payment [] Card Number XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Payment Deposit C Show Related Captures Transaction Amount 253.95	Transaction ID	Transaction Time 9/11/2023 4:29:07 PM			

At this point, the .1 order has captured its part of the authorization while the .2 order has not. Once the .2 order is fulfilled and ready to ship, it can capture against the authorization for its document total (\$214.00 in this example). At that point, the authorization will be fully captured and each split order will have its own payment with an amount equaling that order's total.

Additional Payment Columns

The payment entry grids have new columns that can be made visible by right-clicking any column header and selecting **Column Chooser**.

The PayFabric grid has a Remaining Auth Amount column which shows the portion of the authorization that hasn't been captured yet, an Original Transaction ID column which shows to which authorization a capture is related, and a Sales Doc Num column which shows to which sales document the transaction belongs.

Payment	s for ORDER ORDST4	530.1 - DEPOSITS: 3	39.95	Document To	al:	39.95	Amount Remaining):	0.00
PayFabric: 293.90 Credit Card: 0.00 Cash/Check: 0.00 Square: 0.00									
Actions:									
	ALDUIS.								
New Auth New Charge New Credit Create PayLink O Payment () Deposit Card: Fitz, Aaron, Visa XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX									
New Auth	New Charge	New Credit	Create PayLink) Payment 🔘 🛛	eposit	Card: Fitz, Aar	on, Visa XXXXXXXXXX	XX1111 08/2	24
New Auth	New Charge	New Credit	Create PayLink) Payment () [eposit	Card: Fitz, Aar	on, Visa XXXXXXXXXXX	XX1111 08/2	24
New Auth	New Charge	New Credit	Create PayLink) Payment () [Show Related Ca	eposit otures	Card: Fitz, Aar	on, Visa XXXXXXXXXXXX	XX1111 08/2	24
New Auth	New Charge Image: Image New Charge Image: Image New Charge	New Credit Credit Image: Create Transaction Amou	Create PayLink (Payment	eposit otures	Card: Fitz, Aard	on, Visa XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XX1111 08/2	24 Sales Doc Nu
New Auth	New Charge Image: Im	Credit S Create	Create PayLink C e GP Payment S Int Remaining Auth An 95 21-	Payment Pay	otures	Card: Fitz, Aard	ion ID Transaction 9/11/2023	XX1111 08/2 n Time 4:29:07 PM	24 Sales Doc Nu <u>ORDST4530</u>

The Square grid also has an Original Transaction ID column which shows to which authorization a capture is related, and a Sales Doc Num column which shows to which sales document the transaction belongs. The Remaining Auth Amount column is unnecessary because unlike in PayFabric, partial captures reduce the authorization's amount.

Payments											
Payments for C	RDER ORDST4532	1 - DEPOSI	TS: 5.63	Ocument Total:	5.63	Amount Remaining:	0.00				
PayFabric: 0.00 Credit Card: 0.00 Ash/Check: 0.00 Square: 45.58											
New Auth New Charge New Terminal Charge Payment Deposit Wallets: 1111 Amount: \$0.00 											
Capture	Transaction Type Card Number Amount Transaction ID Original Transaction ID Transaction Time Sales Doc Num										
Transaction Type	Card Number	Amount	Transaction ID	Original	Transaction ID	Transaction Tin	ne Sales Doc Num				
Transaction Type	Card Number	Amount 39.95	Transaction ID dO23ctrtIdtCk29JqRqUDPXcmgC	Original ZY JE0EhEL	Transaction ID MKHnoDypVkgTCm4kBl	Transaction Tin 3AFZY 9/12/2023 8:20	Sales Doc Nur 5:17 AM <u>ORDST4532</u>				

In both grids, clicking on a Sales Doc Num column value will open the corresponding sales document.

Related Captures Grid

The PayFabric and Square grids both have a new Show Related Captures checkbox. When checked, the tab will show a second grid that contains any captures for authorizations that are related to the current sales document. In the current example, the .2 order would be able to see the .1 order's capture in the related captures grid.

Payment	ts for ORDER ORDST45	30.2	Do	cument Total:	214.00 Amou	nt Remaining:	214.00		
Pre PayFabri	ic: 253.95 🔁 Credi	t Card: 0.00 🖄 Ca	sh/Check: 0.00	quare: 0.00					
New Auth New Charge New Credit Create PayLink Payment Deposit Card: Fitz, Aaron, Visa XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX									
🚳 Capture 🛛 🗱 Void 📄 Credit 📓 Create GP Payment 🗹 Show Related Captures									
rans Type	Card Number	Transaction Amount	Remaining Auth Amoun	t Transaction ID	Original Transaction ID	Transaction Time	Sales Doc Nu		
300k	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	253.95	214.00	23091103760746		9/11/2023 4:29:07 PM	ORDST4530		
Book	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	253.95	214.00	23091103760746		9/11/2023 4:29:07 PM	ORDST4530		

Note that the **Capture**, **Void**, **Credit**, and **Create GP Payment** buttons will only process the selected row in the top grid. To perform these actions against related captures, launch the related sales document.

Payment Info Popup

If the *Can View Payment Info Popup* sub-security is enabled for *Sales Document Properties*, then hovering over the Payment hyperlink on a sales document will display payment totals for the current sales document and related documents. Fields that aren't relevant to the current sales document are hidden.

	Payment:	<u>P: 0.00 A: 2</u>	5 <u>3 95</u>
_	Acc	ept Payment	0
ſ	Payment Info		
	PayFabric Payments		
(0	Total Authorized Amount:	\$253.95	-
	Doc Authorized Amount:	\$214.00	
ailat	Remaining Auth Amount:	\$214.00	Dnhan
-5,	Total Captured Amount:	\$39.95	0.0
_	Doc Captured Amount:	\$0.00	

In the current example, the sales documents only have PayFabric payments, so the Square and GP payment sections are hidden. Likewise, the Total fields would be hidden if there were no related sales documents with payments.

The following fields can appear in the Payment Info Popup:

PayFabric Payments

- Total Authorized Amount The sum of authorization amounts on the current sales document and related sales documents. Note that if an authorization is partially captured, its full amount is still counted until it is fully captured.
- Doc Authorized Amount The sum of authorization amounts on the current sales document.
- Remaining Authorized Amount The sum of uncaptured authorization amounts on the current sales document and related sales documents. Unlike the Total Authorized Amount, this excludes the portions of the authorizations that have already been captured.
- Total Captured Amount The sum of captures and charges on the current sales document and related sales documents.
- Doc Captured Amount The sum of captures and charges on the current sales document.

Square Payments

- Total Authorized Amount The sum of authorization amounts on the current sales document and related sales documents. Since partial captures for Square payments reduce authorization amounts, this is equivalent to PayFabric's Remaining Authorized Amount field.
- Doc Authorized Amount The sum of authorization amounts on the current sales document.
- Total Captured Amount The sum of captures and charges on the current sales document and related sales documents.
- Doc Captured Amount The sum of captures and charges on the current sales document.

GP Payments

- Total Payment Amount The sum of payments on the current sales document and related sales documents.
- Doc Payment Amount The sum of payments on the current sales document.

GP Payment Splitting

If the *Split Manual Payments, Split PayFabric Payments*, and/or *Split Square Payments* settings are enabled, then splitting or partial invoicing a sales document can split its payments. This allows for each sales document to have payment totals that match their document totals, even if the original sales document received one large payment for its full amount.

Example #1 - Splitting a cash payment with an amount less than the order total

Create an order with two line items that belong to two different warehouses. Then create a cash payment for an amount that is less than the document total but greater than either line item's price.

	Sales	Invento	Payments											
& Customer Search	🗙 🔬 Sales Documents 🗴 🌡 Customer: [AARONFIT0002] Aaron Fitz Fandub	× (ORDER) ORDST	Documents.											
📑 Close 🛛 🔛 Save	🚱 Print 🔠 👒 Split Sales Document 🥘 Fulfillment 💣 Process Ship	ment 📕 Delete 🛛	Paymen	ts for ORDER ORDST4	533		Document Total:	175.15	Amount Remaining:	25.15	< -		3	nvoice 👄 Forward
Document Properties			PayFab	ric: 0.00 📃 Credit	Card: 0.00 🔊 Cash	/Ched:: 150.00	Square: 0.00						Totals - GM: [\$6	. 16] [34.92%]
Document #: ORDST4	533			07 (7000) (ft.)			a liil a state				a 10		Misc Charge:	0.00
Customer #: AARONE	TT0002		Amount	25.15000 Che	00.01	Date: 9/12/202	Chicobook:		Payment O Dep	save Save	i i	~	Discount:	0.00
Cust PO:				Amount Check#	Date			Туре	Check Book				Discount %	0.00%
Reg Ship: 9/12/20	23	v		150.00	9/12/2023	12:00:00 AM		CASH					Freight:	0.00
Ship Method: GROUND		~											Tax	0.00
Whee: WAREH	OUSE	~											Total:	175.15
													Payment:	100.00
													Acces	t Payment
Line Items Notes	Addresses Holds User Fields Audit Related Documents Purchases	Quick Report FedEx Qu	Remove Payment								(0	EDI Orde	Changes Cross Do	sk Sales Line (< →
New 🙀 Delete	📫 Insert 📲 者 Sales Line Resources													
Item Number	Item Class Code										let	le		Onhand
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LOBUM	Description	40	OOM		PTIC		Extend	e koeg snip			00,00	whee		
A100	Audio System	1	EACH		39.95		39.9	5 9/12/2023			0	WAREHO	JSE	
128 SDRAM	128 meg SDRAM		EACH		135.20		135.2	9/12/2023			0	NORTH		~

Then split the order by warehouse. If Split Manual Payments is enabled, the .1 order will have a cash payment which has an amount equal to the order's total. The audit log will also mention that the payment was split.

	<	
rr ORDER ORDST4533.1 Document Total: 39.95 Amount Remaining:	0.00 g	
.00 🚍 Credit Card: 0.00 🖉 Cash/Check: 39.95 💽 Square: 0.00	Cess	invoice invoice invoice
	9 5	[\$15.96] [39.95%]
0 Check #: Date: 9/12/2023 V Checkbook: V @ Payment Opeposit	Save G	: 0.00
mount Check# Date Type Check Book		0.00
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		<u>39.95</u>
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000574522 1	Close	ss Dock Sales Line (<
ORDST4533.1 Applied payment: Amount Paid \$39,95, Payment ty ORDST4533.1 Swind ORDER 1 total log items 0.1 total BO line item	Close Close pe: Credit Card Payment to dog ment total \$39.95	ss Dock Sales Line (1
ORDST4533.1 Applied payment: Amount Paid \$39,95, Payment by ORDST4533.1 Saved ORDER, 1 total line items, 0 total BO line item ORDST4533.1 Solit navment: Manual credit card navment was avail	Close pe: Credit Card Payment ns, document total \$39.95. t. Ordinal amount: 150.00.	ss Dock Sales Line (<
ORDST4533.1 Applied payment: Amount Paid \$39,95, Payment ty ORDST4533.1 Saved ORDER, 1 total line items, 0 total BO line item ORDST4533.1 Splt payment: Manual credit card payment was split ORDST4533.1 New ORDER, 4 document number is 0RDST4533.1	Close pe: Credit Card Payment s, document total §39.95. t. Original amount: 1500.0, total line items. 1501.00, total line items.	ss Dock Sales Line (<

The .2 order will also have a cash payment. That cash payment will be for the rest of the original cash payment amount, which is less than the order's total. This is because the original order was not fully paid, and SalesPad prioritizes the .1 order when assigning cash payment amounts.

Payments										
Payments										
Payments for ORDER ORDS	F4533.2	Document Total:	135.20	Amount Re	maining:	25.15	Pro			Forward
📴 PayFabric: 0.00 🗧 Cree	dit Card: 0.00 🔗 Cash/Check:	110.05 Square: 0.00					Cess			orwaru
	unde de la constante	O(12/2022					or Log	- Totais - GM: [\$	45.20J [33.43%]	_
Amount: 25.15000 Cr	Date:	9/12/2023 V Checkbook:		Payme	ent O Deposit	Save	0	Misc Charge:		0.00
Amount Check#	Date		Туре		Check Book			Discount:		0.00
110.05	9/12/2023 12:00:00) AM	CASH					Discount %	0	.00%
								Freight:		0.00
								Tax:		0.00
								Total:	13	35.20
								Payment:	11	10.05
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Remove										
roymene								er Changes Cross D	ock Sales Line	(← →
						a	1			
						Clos	e			
		ORDST4533.2	A	pplied payment	: Amount Paid \$11	0.05, Payment type:	Credit Ca	rd Payment		
		ORDST4533.2	S	aved ORDER,	L total line items, 0	total BO line items, do	cument t	otal \$135.20.		
		ORDST4533.2	S	plit payment: M	lanual credit card p	ayment was split. Orig	ginal amo	unt: 150.00, New a	mount: 110.05	
		ORDST4533.2	N	lew ORDER, do	cument number is C	ORDST4533.2, 1 total	line items	, 0 total BO line iter	ns , document tot	tal \$13
		ORDST4533.2	F	ulfilled 1.00000	from bin AUTOCRE	EATE to 128 SDRAM				

If the original order was partially invoiced instead of split, what happens depends on the payment's type. Non-deposit payments will still be split, with the invoice having priority and the order receiving the remaining payment amount. Deposits will not split due to GP limitations; the deposit will fully transfer to the invoice. To work around this, split the order and then fully transfer the order that's ready to be shipped.

Example #2 - Splitting a PayFabric charge

Create an order with two line items that belong to two different warehouses. Then create a PayFabric charge with an amount equal to the order's total.

& Customer Search	Payments		
📑 Close 🛛 🛃 Save	Dumente		Z-USS - 🔞 Invoice 📫 Forward
Document Properties	Payments for ORDER ORDST4534 - DEPOSITS: 175.15 Document Total: 175.15 Amount Remaining: 0.00	× 3	Shipping Address Additional Properties Totals - GM: [\$61.16] [34.92%]
Document #: ORDST Customer #: AARON Cust PO: Req Ship: 9/12/21 Ship Method: GROUN Whse: WARE	■ hydrade: 15:15 ■ Orack Carls Loot ● CarlyDeat: 5.00 - Addresit Mee CarlyDeat: 5.00 ● Depare: 5.00 - Marce New Adv Mee CarlyDeat: 5.00 ● Depare: 5.00 - Marce - Meers CarlyDeat: 5.00 Pare: 5.00 Pare: 5.00 - Marce - Meers CarlyDeat: 5.00 Pare: 5.00 Pare: 5.00 - Marce - Meers CarlyDeat: 5.00 Pare: 5.00 Pare: 5.00 - Marce - Meers CarlyDeat: 5.00 Pare: 5.00 Pare: 5.00 - Marce - Meers CarlyDeat: 5.00 Pare: 5.00 Pare: 5.00	ocessor Log (1)	Image: Processing of the sector of
Line Items Notes			Pignent Newfoldung Oders Reservois Roopt Signed Service Transfers The Sn Quee (6) EC Oder Owages Ooss Dod Sales (nr. (
Item A100 128 SD0 AM			Ext Price less SHp Q1 y80 Write 39.66 \$1/22023 0 WARDHOUSE 155.57 \$0 WARDHOUSE V
	Ga	ie i	

Then split the order by warehouse. If *Split PayFabric Payments* is enabled, the backing GP payment is now split into two payments: one on the .1 order for that order's amount and one on the .2 order for its own amount. However, the PayFabric transaction which exists in PayFabric as well as the spPayFabricTransaction database table will not be split.

In SalesPad, the document's payment amount will reflect the split GP payment. However, the PayFabric payments grid will show the unsplit PayFabric transaction as it is within PayFabric.

Payments		🐝 Invoice 🛛 🔿 Forward
	Totals - GM:	[\$15.96] [39.95%]
Payments	< Misc Charge:	0.00
Payments for ORDER ORDST4534.1 - DEPOSITS: 39.95 Document Total: 39.95 Amount Remaining: 0.00	Discount:	0.00
PayFabric: 175.15 Credit Card: 0.00 Cash/Check: 0.00 Square: 0.00	Discount %	0.00%
Actions:	9 5 Freight:	0.00
New Auth New Charge New Credit Create PayLink O Payment Deposit Card: Fitz, Aaron, Visa XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	G Tax:	0.00
	Total:	39.95
🚳 Capture 🗱 Void 🔿 Creatit 🥫 Create GP Payment 🗌 Show Related Captures	Payment:	<u>39.95</u>
Trans Type Card Number Transaction Amount Remaining Auth Amount Transaction ID Original Transaction ID Transaction Time Sales Doc Num	Ac	cept Payment
Sale XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		

The split GP payment can be viewed in Microsoft Dynamics GP by opening the sales document and clicking the arrow in the Amount Received cell.

🚮 Sales Transaction Entry - TWO (sa)			-	- 🗆 🗙	- 🕾 - 🕙 🖸			- 🗆 🗙
	3 😐 🛥		OH					⇔ 9/12/2023 v3.0.5 🕜 •
Stup Actions Add Detions View Additional G	o To Eile Brint	E-mail Tools Hele	0000		🔛 Sales Monitor 🛛 🔬	Sales Document Search 🛛 🗙 🚮 Sal	es Document User Fields $ imes$	
			Note		ORDST4534			8
Actions Options View Additional O	io To File	• Н	elp		Sales Doc Num	Sales Batch		Total Doc Date +
Type/Type ID: Order V STDORD	F 🗋 🔰	Date	9/12/2023	■ →	ORDST4534.2	PART 1		135.20 9/12/2023
Document No. 0RDST4534.1 P	-	Batch ID	PART 1		ORDST4534.1	PART 1		39.95 9/12/2023
Customer Name Aaron Fitz Electrical		Customer PO Number	MAILINGODE	<i>y</i> _				
Ship To Address WAREHOUSE P 11403 45 St. South	2	Currency ID	Z-US\$	₽ 🗅 →				
Line Items by Order Entered								
Item Number	Drdered 🔿 🕂 🕫	Unit Price	Extended Prices	429.95 A				
	0.0	0 \$0.	00	\$0.00				
	Sales Paymen	t Entry - TWO (sa)			-			
			a * ¬					
	OK Clear 1	File Ioois	Heip Add ▼ Note					
Amount Received \$39.95 ->	Actions \	/iew File -	Help					
Terms Discount Taken \$0.00 °.	Annual Description		#20.05	COD 4		0.00		
On Account \$0.00	Amount Necerved		\$33.30	COD Amount		0.00		
<u>220008000</u>	Payment/Deposit	Cash Deposit	J I	Eredit Information		ISTRI I		
	Checkbook ID	UPTOWN TRUS	T 🔎	Card Number				
If f > >I by Document No.	Check Number			Expiration Date		V		
Sales All-in-One View				Authorization Co	de	<u> </u>		
Invoice	Date	9/12/2023			Process Electronically	Authorize		
Invoiced Items	Posting Date	9/12/2023		Accounts	000 1100 00			
Cabun	Amount	nper PTMINT000000	\$0.00	Description	Cash - Operating Account			
Receivables	Currency ID	Z-US\$		Deposits	000 - 2740 - 00	$P \rightarrow$		
Refund Checks				Description	Advances from Customers			
Customer Class								
Process Holds		Type Charlingel (Cond Name	Date	Currency ID	Amount Received Amount	Remaining (8)		
Fulfillment Workflow Setup	locat >>	Credit Card Deposit	9/12/2023	Z-US\$	\$39.95	\$39.95 ^		
Extended Pricing	prosects.							
Invoicing	<u>R</u> emove							
E-mail Settings				Tatal	Description	e20.05		
				T otal /	vnount nemaning	\$33.33		

The charge can be voided or credited from either split document. If a charge is voided or fully credited, all GP payments linked to that charge are deleted from the sales document as well as reversed in the general ledger if necessary. Likewise, partially crediting a charge

will update or delete the current sales document's linked GP payment first and then update or delete linked GP payments on related sales documents as necessary.

Payments —										
Payments	for ORDER ORDST4	534.2 - DEPOSITS: 13	5.20 Doc	ument Total:	135.20 Amo	unt Remaining:	0.00			
P= PayFabric	:: 175.15 🛛 🔁 Cre	dit Card: 0.00 🛛 🖄 C	ash/Check: 0.00	uare: 0.00						
- Actions:	Actions:									
New Auth New Charge New Credit Create PayLink Payment Deposit Card: Fitz, Aaron, Visa XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX										
🚳 Capture 🛛 🗱 Void 🥏 Create GP Payment 🗌 Show Related Captures										
Trans Type	Card Number	Transaction Amount	Remaining Auth Amount	Transaction ID	Original Transaction ID	Transaction Time	Sales Doc Num			
Sale	XXXXXXXXXXXXXXXXX1111	. 175.15		23091203843926		9/12/2023 12:13:07	ORDST4534			
	Credit PayFabric Transaction									
Please enter the desired amount:										
150.00										
				ОК	Cancel					

For example, crediting the .2 order for an amount greater than the .2 order's total but less than the sum of the .1 and .2 order totals will delete the .2 order's GP payment and will reduce the .1 order's GP payment by the remaining amount.

Sales Transaction Entry - TWO (sa)		- 0	× 🔤 💁 - 🛛 🔁 -		- 🗆 ×
Save Actions AA Options View Additional Go To Actions	File Print E-mail	Help Open Note	Sales Monitor × 🐼 Sales Do ORDST4534	cument Search 🗙 🥳 Sales Documer	
Tara (Tara IC) Order		9/13/2022	Sales Doc Num	Sales Batch	Total Doc Date 👻
Deciment No. OBDST4534.1	Batch ID	PART 1	ORDST4534.2	PART 1	135.20 9/12/2023
Customer ID AARONFIT0001	Default Site ID	WAREHOUSE 🔎	ORDST4534.1	PART 1	39.95 9/12/2023
Customer Name Aaron Fitz Electrical	Customer PO Numb	ber			
Ship To Address WAREHOUSE P 11403 45 St. South	Currency ID	Z-US\$			
↓ Line Items by Order Entered					
Item Number O D I of M D Qty Ordered	→ △ ~ Unit Price	Extended Price			
A100 EACH	1	\$39.95 \$35	3.95 ^		
	0.00	\$0.00 \$1	100		
	Sales Payment Entry - TW	VO (sa)	_		
Amount Received \$2515 + Temp Discourt Taken \$0.000 2	OK Clear View File	E Tools Help Add + Help Add + Help Add	100 Amount \$00	10	
On Account \$14.80					
	Payment/Deposit Type: Cas Checkbook ID UP Check Number	Ish Deposit Cr Cr PTOWN TRUST	and Name Card Number xpiration Date		
If I I by Document No. V		A	uthorization Code		
Sales All-in-One View	Date 9	9/12/2023	Process Electronically	Authorize	
Invoice Invoiced Items	Posting Date 9	9/12/2023 🔳 🗛	counts		
	Cash Receipt Number F	PYMNT00000001696	ash Account 000 - 1100 - 00		
Setup	Amount 7	\$0.00 D	escription Lash - Uperating Account		
Receivables	culencylo		escription Advances from Customers		
Refund Checks					
Sales Order Procession	Type	Date Curren	ncy ID Amount Received Amount Re	maining 🛞	
Process Holds	Checkbook	k/Card Name Check/Card No	umber Document	8	
Fulfillment Workflow Setup	Insert >> Credit Card	d Deposit 9/12/2023 Z-US	\$ \$25.15	\$25.15 ^	
Advanced Micking Setup Extended Pricing	Remove				
Invoicing				~	
E-mail Settings		· · · · ·	Total Amount Remaining	\$25.15	

Like with cash payments, partial invoicing will work similarly for non-deposit payments, but not deposits. To split deposits during invoicing, split the order first and then invoice one of the split orders.

Limitations

Due to various GP and payment processor restrictions, there are certain pieces of functionality that will not work in certain situations.

• GP does not support creating deposits on invoices. Therefore, deposits will only split when splitting an order. Splitting an invoice or partial invoicing an order will result in the deposit fully moving to the first invoice. When partial invoicing, this can be worked around by splitting the order first and then fully invoicing one of the orders.

- Authorizations can expire after a certain amount of time based on the payment processor. So taking an authorization, capturing part of it, and then waiting for weeks before capturing again may result in the capture failing. If the authorization expires, then any captures against that authorization are finalized at that time, but the remaining amount on any pending orders or invoices must be re-authorized.
- SalesPad's Square integration's multiple capture support is implemented by reducing the authorization's amount, creating a second authorization for the reduced amount, and capturing the original authorization. This can cause complications if any of these steps fail. This also requires that Square still has access to the card that took the original authorization.