

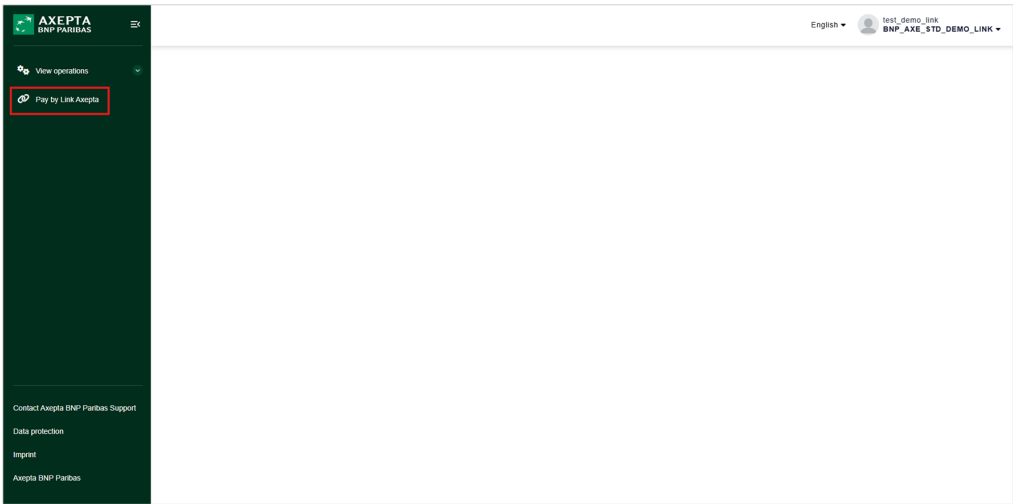
Create a payment link

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Access to service

To create a payment link, make sure you have the necessary permissions to access the ****Pay by Link Axepta**** menu in your merchant portal.



Payment Link Creation Form

A screenshot of the 'Pay by Link Axepta' form in the merchant portal. The form is divided into several sections: 'Amount' (with currency and amount fields), 'Order details' (with order reference, invoice reference, payment reference, and order description fields), 'Recipient information' (with customer language and email address fields), 'Client identification' (with customer id field), and 'Article list' (a table with columns for id, amount, quantity, and description). The 'Merchant' dropdown menu is highlighted with a red rectangle and shows 'BNP_DEMO_LINK_MID'. At the bottom right, there are 'Send link' and 'Generate link' buttons.

Warning, it is essential to select the MID "_LINK" as this is the MID on which the payment link is configured.

Section description

Amount

- **Currency** (Mandatory): Select the currency for the transaction.
- **Amount** (Mandatory): Enter the amount to be paid.

Order details

- **Order Number** (Optional): Enter the order number associated with the transaction.
- **Invoice Number** (Optional): Enter the invoice number if applicable.
- **Payment reference** (Optional): Customize your reference for simplified tracking. Otherwise, a reference will be automatically generated. Choose a unique, alphanumeric reference limited to 12 characters.
- **Order description** (Mandatory): Enter the description of your order to ensure the execution of your transactions with certain payment methods.

Client Identification

- **Customer Number** (Optional): Enter the customer number for precise identification.

Recipient Information

- **Customer Language** (Mandatory): Choose the customer's language (French or English) to customize the payment process.
- **Email Address** (Optional): Enter the customer's email address to send the payment link. This address will also be used to send the payment confirmation.

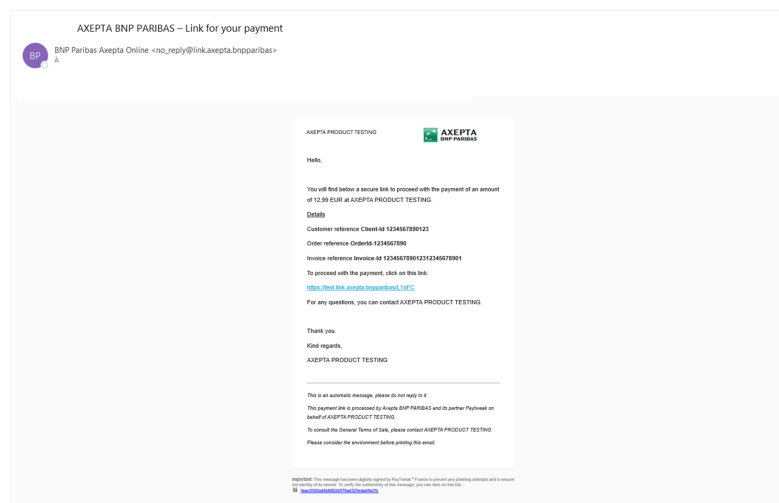
Article list

- **ID** (Optional): Item identifier.
- **Amount** (Optional): Item amount. The decimals separator to be used is the **dot (.)**
- **Quantity** (Optional): Item quantity.
- **Description** (Optional): Detailed description of the item.
- **Add Item Button** (Optional): Add multiple items to precisely describe the order content.

Action Buttons

- **Send Link** (Optional): This button, visible to authorized users, allows sending the payment link via email. It activates as soon as the customer's email address is entered. The email is managed by Axepta.
- **Generate Link** (Optional): This button allows you to copy and paste the payment link to send it directly to your customers via your preferred channel.

Example of email with the payment link sent by Axepta BNP Paribas



Email Content Received by the Client

- **Sender's Name:** BNP Paribas Axepta Online
- **Sender's Email Address:** no_reply@link.axepta.bnpparibas

- **Recipient's Email Address:** Derived from the input form
- **Email Subject:** AXEPTA BNP PARIBAS - Link for your Payment
- **Email Content:**
 - Merchant Name
 - Amount
 - Customer Reference (If filled in the payment link creation form)
 - Order Reference (If filled in the payment link creation form)
 - Invoice Reference (If filled in the payment link creation form)
 - Clickable Payment Link