

# How to receive payments from Food Aggregators for Online Orders?



HD Restaurant Tutorials

The online orders received from the Food Aggregators will be saved as Sales Invoice with payment status as Pending.

In HDRestaurant, we save each of these food aggregators as Finance Agency. To receive the payment from the Finance Agency, follow the below steps:

**Step 1:** From the Restaurant Dashboard, click on the **Set-Up** button.

The screenshot shows the HD Restaurant V2 dashboard. The top navigation bar includes buttons for Dine In (F5), Take Away (F6), Delivery (F7), Pick Held Invoice, Awaiting Payment, and Table Manager. A 'Set-Up' button with a gear icon is highlighted with a red arrow. Below the navigation bar is a status bar with buttons for Delivered, Delivery Failed, Dispatched, New Online Order, Not Delivered, Order Placed, Prepared, Preparing, Ready To Deliver, and Ready. A sidebar on the right shows 'Change Order Status' options: Delivered, Delivery Failed, Dispatched, Not Delivered, Order Placed, and Prepared. The main area displays a table of orders with columns for Invoice Type, Table Number, Payment Status, Channel Name, Platform Number, Order Number, Order Status, Invoice Status, Inv Number, Invoice Date, Grand Total, and Tax Grand Total.

Invoice Type	Table Number	Payment Status	Channel Name	Platform Number	Order Number	Order Status	Invoice Status	Inv Number	Invoice Date	Grand Total	Tax Grand Total
Online Order		Pending	zomato	77700	53570	Order Placed	Saved	HD-2020100006	02/12/2020 07:17 PM	150.00	16.6
Online Order		Pending	zomato	11005	53569	Order Placed	Saved	HD-2020100005	02/12/2020 07:16 PM	110.00	6.4
Online Order		Cancelled	zomato	05201	53568	Order Placed	Cancelled	HD-2020100004	02/12/2020 06:59 PM	175.00	13.1
Online Order		Cancelled	swiggy	17440	53565	New Online Order	Cancelled		02/12/2020 06:17 PM	190.00	12.0
Online Order		Cancelled	zomato	44490	53564	New Online Order	Cancelled		02/12/2020 06:10 PM	315.00	28.1
Online Order		Pending	zomato	45550	53560	Delivered	Saved	HD-2020100003	02/12/2020 05:54 PM	140.00	6.6

**Step 2:** From the 5<sup>th</sup> page of the **Set-Up** screen, click on the **Finance Agency** module. Select the finance agency and click on the **Modify** toolstrip button.

The screenshot shows the Finance Agency screen. The top navigation bar includes buttons for Add (+), Edit (pencil), Delete (-), and Refresh. A 'Show Images' checkbox is visible. The main area displays a table of finance agencies with columns for Agency Name, Creation Date, Description, City, Mobile Number, Credit Limit, and GSTNumber. The 'Finance Agency' module icon in the left sidebar is highlighted with a red box. The 'Modify' button (pencil icon) in the toolstrip is highlighted with a red arrow.

Agency Name	Creation Date	Description	City	Mobile Number	Credit Limit	GSTNumber
swiggy	11/08/2020 12:00 AM	This Finance Agency Created from Urban Piper Platform			0	
zomato	11/08/2020 12:00 AM	This Finance Agency Created from Urban Piper Platform			0	





**Step 3:** In the **Update Finance Agency** window, enter the **Processing Fee Percent** that is charged by the food aggregator against each of the Online Order. Click on the **Update** button to save these changes.

Update Finance Agency

Agency Details

Agency Name : zomato

Description : This Finance Agency Created from Urban Piper Platform

Credit Limit : 0

Consider Credit Limit

Address Line 1 :

Address Line 2 :

City :

State :

Zip Code :

Mobile Number :

E Mail :

Phone Number :

GST No :

Is E commerce Vendor

Processing Fee Percent : 3 %

Take Picture with Attached Camera

Add Price List

Update (F8) Cancel

**Step 4:** Now go to the **Received Payments** module and click on the **“Receive Payment from Finance Agency”** toolstrip button.

Receive Payments

From Date : 02/12/2020 To Date : 02/12/2020  Show In Date Range

Received Payment Number	Date	Amount	Customer	Payment Mode	Type
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Settings Dining Tables

Items GRN

Manage Stock Transfer Stock

Cash Registers Sales Invoices

Customers **Receive Payme...**



**Step 5:** In the Received Payment window, select the Finance Agency. You will see all the Online Order of that Finance Agency. Check the checkboxes of the Sales Invoice from the grid for which you are receiving the payment. You can then see the **Processing Fee** getting applied automatically based on the Sales Invoice total selected.

Select the payment mode and enter the pending amount. Click on **Save**.

Receive Payment

Received Payment Number: HD-2020RP00001 Date: 02/12/2020

Business Location: HD Demo Select Cash Register: 01 - Manager's Drawer

Agency Information  
Finance Agency: zomato

Other Pending Amount: 0.00  
Clear Other Pending Amount:  Current Payable Amount: 0.00

Invoice Info

Select For Payment	Customer	Invoice Number	Invoice Date	Number Of Days Due	Pending Amount	Adjusted Amount	Processing Fee	Actual Received Amount	Adjust Balance
<input checked="" type="checkbox"/>	+9198888888...	HD-2020100001	17/11/2020	15	325.01	325.01	9.7503	315.26	Adjust Balance
<input checked="" type="checkbox"/>	+9155555555...	HD-2020100003	02/12/2020	0	140.00	140.00	4.2	135.80	Adjust Balance
<input checked="" type="checkbox"/>	Pradeep	HD-2020100005	02/12/2020	0	110.00	110.00	3.3	106.70	Adjust Balance
<input checked="" type="checkbox"/>	Prakash	HD-2020100006	02/12/2020	0	150.00	150.00	4.5	145.50	Adjust Balance

Payment Detail

Total Selected Payable Amount: 725.01 Pending Amount: 0.00

Cash Card Bank Transfer Financial Account

Amount Received: 703.26

Processing Fee: 21.75  
Cash: 703.26

Remaining Amount After This Payment: 0.00

Total Received Amount: 725.01  
Returnable Balance: 0.00

Note:

Total Commission Expense: 0.00

Save & Print (F5) Save (F8) Cancel