

1

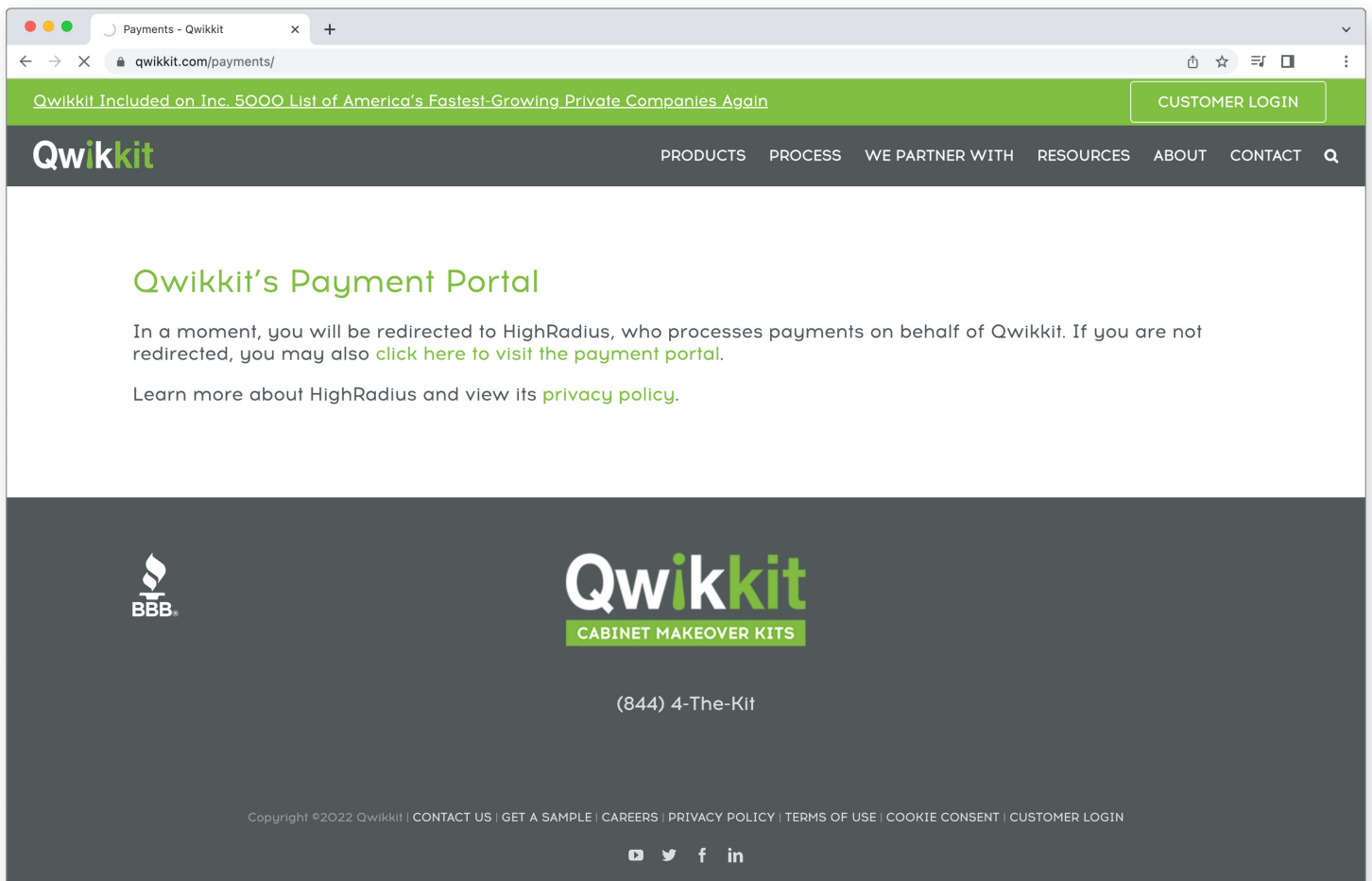
Click “Pay Now” to access
Payment Portal

<https://qwikkit.com/payments>



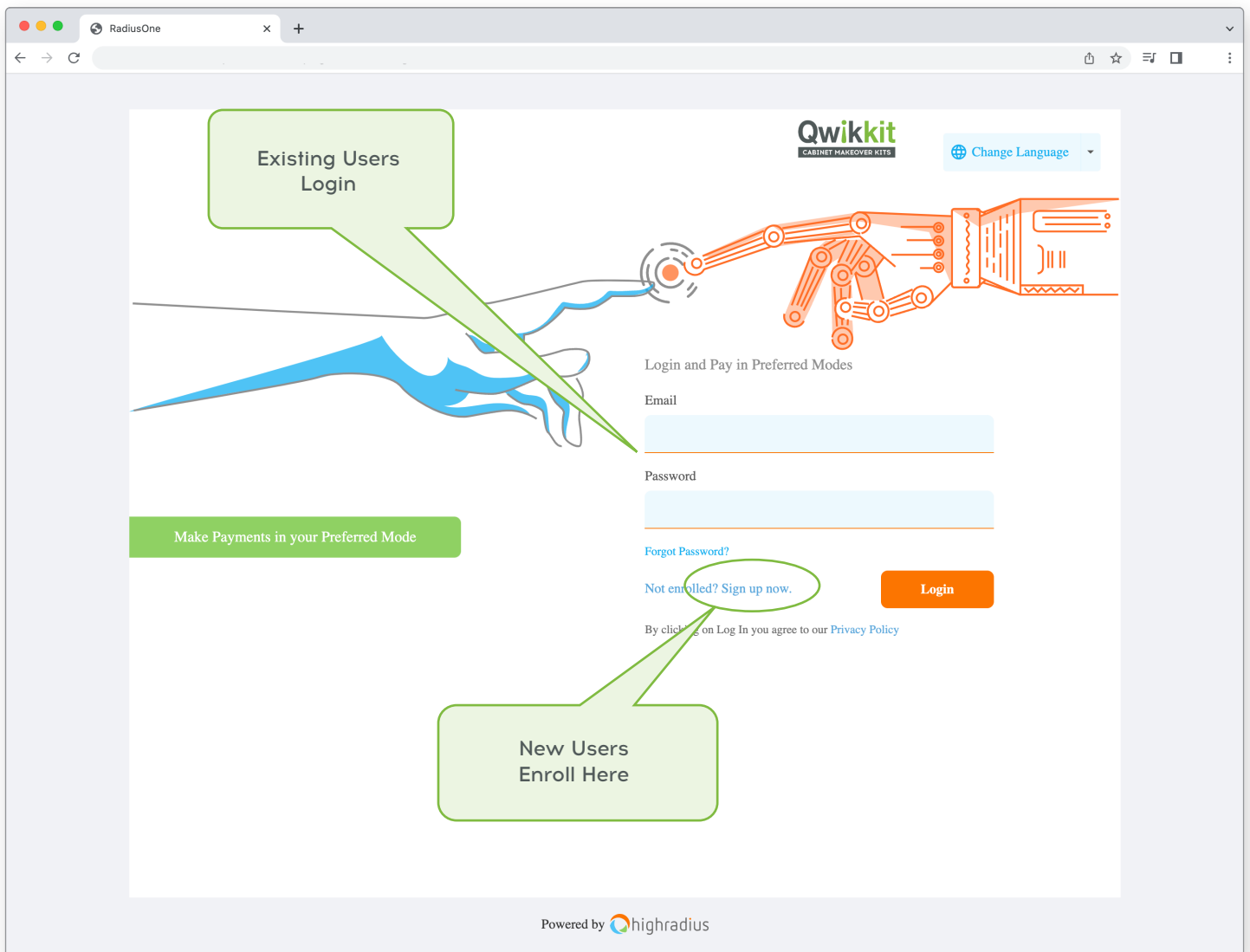
2

At the Qwikkit.com page, you will be redirected to HighRadius, who process payments on behalf of Qwikkit.



3

Login to your account.
Existing customers login by entering email and password.
If you have not enrolled, click "Sign up now".



Enrolling in the Qwikkit Payment Portal

To Register:
You must be a current customer and have both:
An Invoice number (for example - PSI-123456)
Your Customer Number (for example - C-12345)

4

Select the invoices to pay.

Select the invoices to be paid.

Exports | **invoicing**

Open Bills | Closed Bills | Payment History | Administration | Payment On Account

Total Open Amount : 3,816.54 USD

Select filter to search...

Select All/Deselect All | Invoices | **Pay Selected Bills**

Customer #	Customer	Document #	Currency	Document Amount	Dispute Amount	Payable Amount
<input checked="" type="checkbox"/>	C-04126	Cabinet Resurfacing Test Custo...	USD	17.30		16.80
<input checked="" type="checkbox"/>	C-04126	Cabinet Resurfacing Test Custo...		3,800.75		3,799.74

After you select invoices, choose how you are going to Pay.

Pay Selected Bills

Invoices | **Select Bank** | **Receipt**

Preview or Edit the Invoices | Choose the Bank Account for Payment | Print or send receipt via email

If the 'Payable Amount' is updated, please click on the 'Re-Calculate' button to view the updated amounts.

Customer Name	Customer Number	Invoice Number	Payable Amount	Payable Amount	Partial Payment...	Payment Attachments	Payment Comments
Cabinet Resurfacing Test ...	C-04126	PSI-2653...	16.80	16.8		Upload/View	
Cabinet Resurfacing Test ...	C-04126	PSI-265...	3,799.74	3799.74		Upload/View	

Amount due from selected invoices.

The amount you are paying.

Click and follow the prompts.

Page 1 of 1 | Total Net Payable Amount: 3,816.54 USD

Cancel | Re-Calculate | Proceed to Pay



Online Invoice Payments Guide

Thank you!

Additional Help can be found at
[Qwikkit.com/FAQs](https://www.qwikkit.com/FAQs)