SUBMIT A PLAN

PAYMENT INTEGRATION MODULE

BROCHURE

RESOLUTION

LABC

SUBMIT-A-PLAN

Online Building Control Application and Processing

Payment Integration Module

Designed to integrate with local authorities' existing online payment systems, the payment integration module enables local authorities to request and receive online debit and credit card payments for applications submitted on Submit-a-Plan. Local authorities can reduce the time they spend handling cheques or taking debit and credit card details over the phone. The entire process of application submission and payment can be achieved all in one place quickly, simply and easily online, whilst also ensuring security and accuracy of payments received.

How does it work?

Payment integration is quick and easy to use. When opening an application in DataSpace Live, those local authorities signed up to use the module will find a new 'Application Payments' tab where you can send a payment request to the applicant and keep track of an application's payment history.

When installing the payment integration for your local authority, we will work with you to setup your list of applications and fees, so when you come to send a payment request all you have to do is simply select the type of application and fee from a pre-defined drop down list. The payment integration system has also been designed with flexibility in mind however, enabling you to adjust a payment fee after reviewing a specific application before the request for payment is sent to the applicant, ensuring that all online payments are for the correct amount, for each and every individual application.

An email notification will direct the applicant to the payment request in their Submit-a-Plan account, where they are then transferred to complete their payment using your own authority online payment system. In the 'Application Payments' tab, a payment history is recorded allowing you to keep track of all requests, completed payments and pending payments.

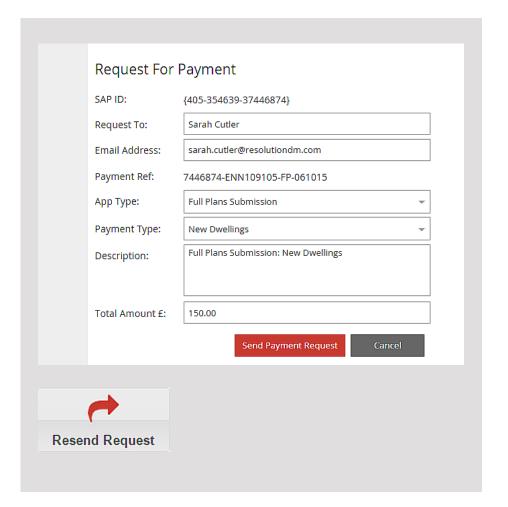RESOLUTION

Module Overview

Send a Payment Request

In a 'Request for Payment', the applicant's details, the application ID and payment reference number are inserted automatically, all you have to do is select an application type and fee type from the predefined drop down lists.

For flexibility, you can edit any details or add a fee manually before sending the request by typing into the field boxes.

Resend a Request

If a payment has not been made in suitable time, a 'Request for Payment' can be resent to the applicant.

The same payment reference from the original request will be included in the resent request.

Request For Payment

SAP ID: {405-354639-37446874}

Request To: Sarah Cutler

Email Address: sarah.cutler@resolutiondm.com

Payment Ref: 7446874-ENN109105-FP-061015

App Type: Full Plans Submission

Payment Type: New Dwellings

Description: Full Plans Submission: New Dwellings

Total Amount £: 150.00

Send Payment Request   Cancel

Resend Request

RESOLUTION

Applicant Payment

Once a request has been sent, the applicant will receive an email directing them to the 'Payment Request' in DataSpace Live.
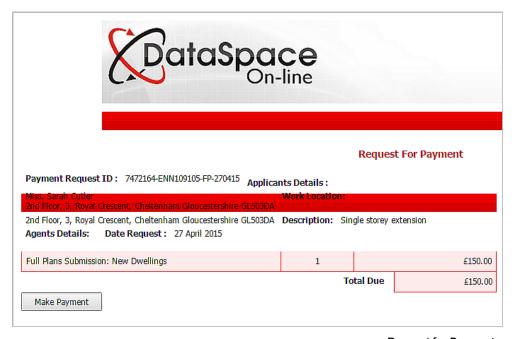
The applicant will be able to see the details of the application and request, as well as the total amount requested.

Once the applicant clicks on the 'Make Payment' button, the authority's own online payment system will open where they can complete their payment.

Payment History

All payment requests are recorded against the application in the 'Application Payments' tab. Along with the application ID and payment reference number, the date, description and value of the request is recorded.

From the 'Application Payment' tab, you will also be able to tell if a payment has been made or is still pending

DataSpace On-line

Request For Payment

Payment Request ID : 7472164-ENN109105-FP-270415   Applicants Details :

Miss. Sarah Cutler
2nd Floor, 3, Royal Crescent, Cheltenham Gloucestershire GL503DA

Work Location:

2nd Floor, 3, Royal Crescent, Cheltenham Gloucestershire GL503DA   **Description:** Single storey extension

Agents Details: Date Request :   27 April 2015

Full Plans Submission: New Dwellings	1	£150.00
	Total Due	£150.00

[Make Payment]

Request for Payment

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Prices

The Payment Integration Module is available as paid option for our Submit-a-Plan Approve account and is included in our Submit-a-Plan Office account. Please inquire for prices.

Request a Demo

If you would like to book a free online demo, inquire about a subscription or just have a question about the Payment Integration Module, please contact us at any time, we'd love to have a chat.

Contact us:

Phone: 01242 260505

Email: sales@resolutiondm.com

Web: www.resolutiondm.com

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