Direct Deposit

v3.0

Using Direct Deposit

To use Direct Deposit, there are two process flows:

1. HOW TO RECORD THE DIRECT DEPOSIT INFORMATION FOR THE CUSTOMER?

The direct deposit fields already exist as part of the Account/Billing table. When you edit a customer, you can find the information on the Commission tab. If you enter the information manually, be sure to change the **Payable Type** flag to **Direct Deposit.**

If you build a form in the back office to collect this information from the Distributor online, you can use the API web service **SetAccountDirectDeposit.** This will automatically set the Payable type flag to Direct Deposit.

2. HOW TO PAY VIA DIRECT DEPOSIT?

The check printer program allows for the creation of a **Direct Deposit file**. We will need to program the flat file format that your bank will need. When you run the check printer program, the file is saved on your **local computer**.

You would then upload the file to your bank using the interface access they provide. Please open a new ticket to have the direct deposit file custom programmed with the file layout information and the definition of the fields from your bank.

Once this is programmed, it will be added to the check printer program for you.