

# **Manual for instalment payment module**

## **1- Presentation:**

Allows you to charge at your customers a percentage or a fixed amount of partial payment when. All you need to do is indicate the amount of the percentage or the fixed amount in the module configuration. You can then send a deposit invoice to your customer and also send him an email to claim the payment of the balance, with a link allowing him to pay on your shop this one.

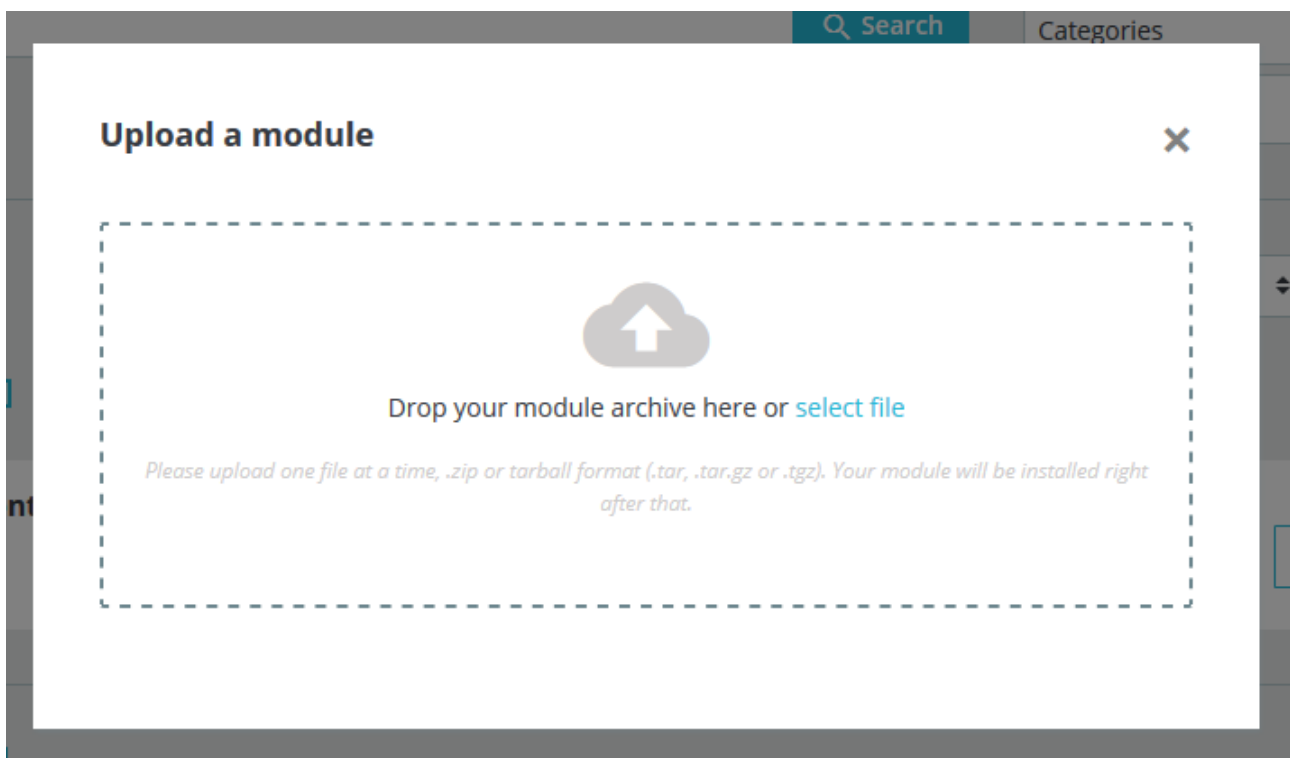
## **2- Installation:**

### **For Prestashop 1.7 shop:**

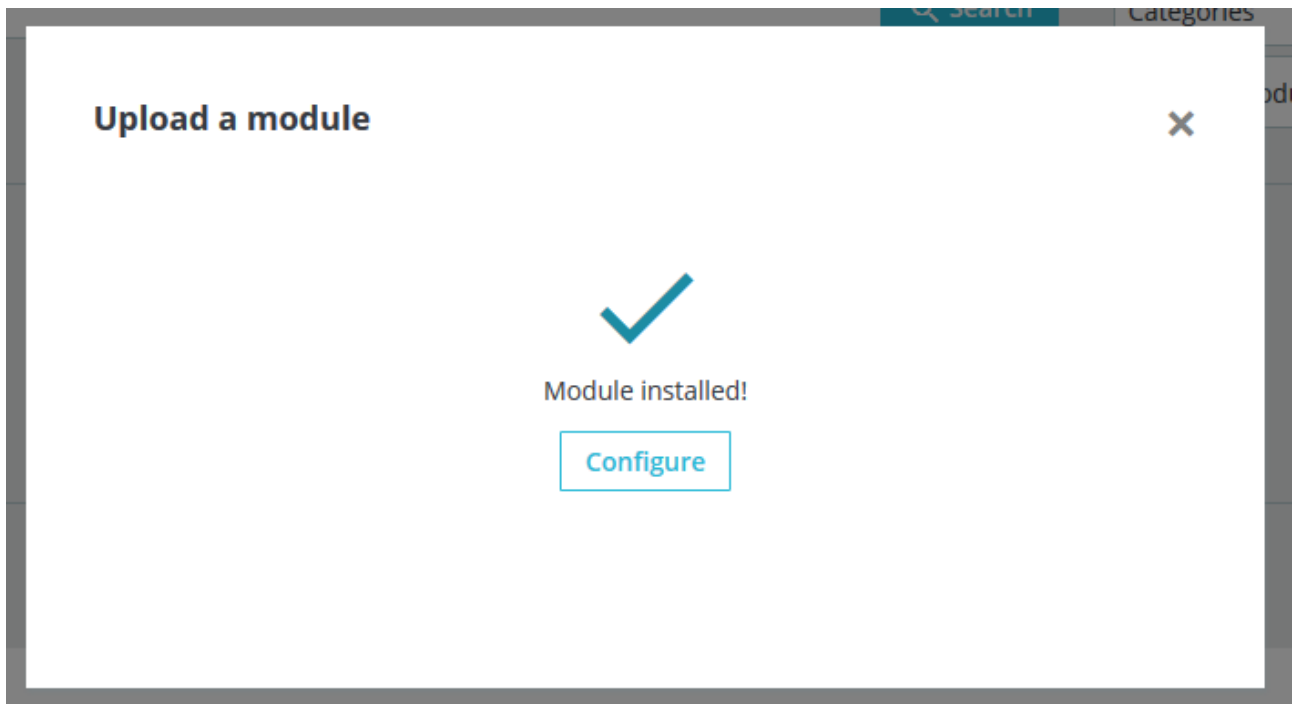
You must go to the Back-Office of your shop in the choice Modules & Services of the Modules menu.

 Upload a module

- Click on the Upload a module button, in the header:
- A new windows is open and you can drop your zip module or you can click on link Select file and choose the zip file of the module:



The module is installed on your shop:



You can click on configure button. Your module is ready to be used we will see how to set it up.

### For Prestashop 1.6 shop:

You must go to the Back-Office of your shop in the choice Modules of the Modules menu.



Add a new module

- Click the Add New Module button :
- A new windows is open and you can select the zip file of the module by clicking Choose a file and click the Load Module button:

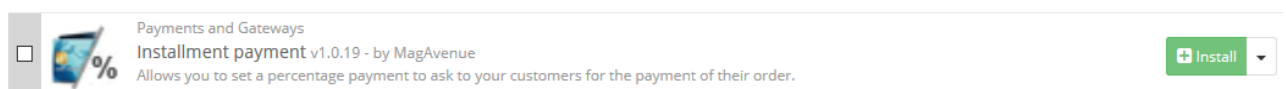
ADD A NEW MODULE

The module must either be a Zip file (.zip) or a tarball file (.tar, .tar.gz, .tgz).

Module file
Choose a file

Upload this module

- The module appears in the list of modules in your shop, you have to click on Install button:



- If you get the following message:

Important Notice

×



### Do you want to install this module that could not be verified by PrestaShop?

This generally happens when the module isn't distributed through our official marketplace, PrestaShop Addons - or when your server failed to communicate with PrestaShop Addons.

Click on button Proceed with Installation.

Your module is ready to be used we will see how to set it up.

### Modify the position of the module:

If in the payment page, you have means of payments before the choose for installment payment or the full payment, you do change position of module in the Hook displayPaiement.

For this go to menu Modules and Services – Positions and find hook displayPaiement. You do change position of module installment payment for the first position:

**displayPayment** 3 Modules

This hook displays new elements on the payment page

<input type="checkbox"/>	1		<b>Bank wire - v1.1</b> Accept payments for your products via bank wire transfer.	Edit
<input type="checkbox"/>	2		<b>Payment by check - v2.7</b> This module allows you to accept payments by check.	Edit
<input type="checkbox"/>	3		<b>Installment payment - v1.0</b> Allows you to set a percentage payment to ask to your customers for the payment of their order.	Edit

### 3- Settings:

In the module setting, you can change many parameters:

SETTINGS

? If you want to view the manual of the module, [click here](#).

\* Percentage or amount of advance payment
30
Indicate here, the amount or percentage for installment.

Advance payment type
☒ Percentage
☐ Amount

Categories
Home
Vêtements
Hommes
Femmes
Do you want limit installment at few categories.

Groups
Visitor
Guest
Customer
Do you want limit installment at few groups.

Total amount taken in consideration
☒ With VAT
☐ Without VAT
Do you want used amount taxe excluded or included in installment.

Shipping costs
☒ With
☐ Without
Do you want add shipping cost in installment.

Choice of payment type
☒ Yes
☐ No
Indicate here, if you want that the customer can choose to pay the total order or the installment, or only the installment.

\* Minimum amount of the order
0
Indicate here, at what amount of the down payment order will be proposed. 0 to ignore


Means of payment
ps\_checkpayment
ps\_wirepayment
Do you want limit installment at few modules payment.


Save


- **Percentage or amount of advance payment:** You can enter here the amount of the deposit percentage, or the fixed amount of installment you want to ask to your customers.
- **Advance payment type:** You will be able to choose here between the percentage and the fixed amount.
- **Categories:** Allows you to select the categories for which a deposit will be requested.
- **Groups:** Allows you to select the groups the deposit for which a deposit will be requested.
- **Total amount taken in consideration:** Allows taking the amount without or with VAT of the order for the calculation of the deposit.
- **Shipping costs:** to take into consideration or not the transport costs in the calculation of the deposit.
- **Choice of payment type:** If you check yes, the customer will be able to choose to pay the deposit or the entire order. If you choose No, the customer can only choose to pay a deposit.
- **Minimum amount of the order:** You can choose here an amount from which a deposit will be requested, below this amount no deposit will be requested.
- **Means of payment:** You can select here the means of payment that will be offered to your customers for the settlement of the balance of the deposit.


## 4- Payed installment on your shop:

If on the setting of your module, you are checked Yes for the option: Choose the payment type, when the customer while arrive on the payment page, he can choose either to pay the entire card:

Contact us

✓ PERSONAL INFORMATION 

✓ ADDRESSES 

✓ SHIPPING METHOD 

#### 4 PAYMENT

you want to pay a deposit or the total?

Type payment : Total ▾

☐ Pay by Check

☐ Pay by bank wire


☐ I agree to the [terms of service](#) and will adhere to them unconditionally.


**ORDER WITH AN OBLIGATION TO PAY**


1 item

[show details](#)


Subtotal	€34.46
Shipping	Free
<b>Total (tax incl.)</b>	<b>€34.46</b>


 **Garanties sécurité (à modifier dans le module "Réassurance")**


 **Politique de livraison (à modifier dans le module "Réassurance")**


 **Politique retours (à modifier dans le module "Réassurance")**

Either to pay only an installment, by choosing the option an installment in the list of payment types:

Contact us

✓ PERSONAL INFORMATION 

✓ ADDRESSES 

✓ SHIPPING METHOD 

#### 4 PAYMENT

you want to pay a deposit or the total?

Type payment : A deposit ▾

Please select below your means of payment to pay 10.34 deposit.

☐ Pay by Check

☐ Pay by bank wire


☐ I agree to the [terms of service](#) and will adhere to them unconditionally.


**ORDER WITH AN OBLIGATION TO PAY**


1 item

[show details](#)

Subtotal	€34.46
Shipping	Free
<b>Total (tax incl.)</b>	<b>€34.46</b>

 **Garanties sécurité (à modifier dans le module "Réassurance")**

 **Politique de livraison (à modifier dans le module "Réassurance")**

 **Politique retours (à modifier dans le module "Réassurance")**


He can normally pay the deposit amount of his order, by choosing one of the means of payment of your shop.

The amount requested will correspond to the percentage, or the fixed amount of the order you have set in the module configuration:

✓ **YOUR ORDER IS CONFIRMED**

An email has been sent to your mail address [contact@magavenue.com](mailto:contact@magavenue.com).

**ORDER ITEMS**

	Pull imprimé colibri - Size : S	€34.46	1	€34.46
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Subtotal	€34.46
Shipping and handling	Free
<b>TOTAL (tax incl.)</b>	<b>€10.34</b>

**ORDER DETAILS:**

Order reference: CSQFWZAPV  
Payment method: Payments by check  
Shipping method: presta1742  
*Pick up in-store*

Your order on presta1742 is complete.  
Your check must include:

- Payment amount. **€10.34**
- Payable to the order of \_\_\_\_\_
- Mail to \_\_\_\_\_
- Do not forget to insert your order reference CSQFWZAPV.

An email has been sent to you with this information.

**Your order will be sent as soon as we receive your payment.**

For any questions or for further information, please contact our [customer service department](#).

For example here, we have an order of €34.46 and we have set a deposit of 30%. This gives us a deposit of 30% of €34.46, i.e. €10.34.

In the confirmation of payment it receives, the customer has the indication of the total amount of his order and the amount of the deposit paid or to pay:

### Delivery Address

Magavenue Magavenue  
16, rue montparnasse  
34000 Montpellier  
France

### Billing Address

Magavenue Magavenue  
16, rue montparnasse  
34000 Montpellier  
France

Invoice Number	Invoice Date	Order Reference	Order date
#IN000001	09/20/2018	FVBSGLAUE	09/20/2018

Reference	Product	Tax Rate	Base price (Tax excl.)	Unit Price (Tax excl.)	Qty	Total (Tax excl.)
demo_3	Pull imprimé colibri - Taille : S	20 %	€35.90	€28.72	1	€28.72

Tax Detail	Tax Rate	Base price	Total Tax
Products	20.000 %	€28.72	€5.74

Payment Method	Chèque	€10.34
Carrier	Prestashop1742-2	

Total Products	€28.72
Shipping Cost	Free Shipping
<b>Total (Tax excl.)</b>	<b>€28.72</b>
<b>Total Tax</b>	<b>€5.74</b>
<b>Total</b>	<b>€34.46</b>
Total Paid	€10.34
Remains to pay	€24.12

## 5- Display in the administration of the shop:

Regardless of the payment method chosen by the customer, you will see that only the deposit of the order has been settled.

If the customer has chosen a payment by cheque or by bankwire, you will have to pass the order in the status: payment accepted, so that the payment by check or bankwire appears in the payment block of the order:



Warning €10.34 paid instead of €34.46

Date	Payment method	Transaction ID	Amount	Invoice
09/20/2018 11:42:34	Payments by check		€10.34	#IN000002

2018-09-21

€
▼

#IN000001
▼

ADD

Details

A message from Prestashop, says that your customer only paid a deposit, here €10.34 instead of the full payment of the order, here €34.46.

A new block payment of the deposit appeared in the admin of the order:

INSTALLMENT PAYMENT

View invoice

Paid	rest	Total
10.34	24.12	34.46

Claim

In this block, you see the amount of the deposit payed, the rest to pay and the total amount of the order.

You have a button: View Invoice, which allows you to view the deposit invoice:

### Delivery Address

Magavenue Magavenue  
16, rue montparnasse  
34000 Montpellier  
France

### Billing Address

Magavenue Magavenue  
16, rue montparnasse  
34000 Montpellier  
France


Installment on order no. 6 : €8.62


Tax Detail	Tax Rate	Base price	Total Tax
Installment	20 %	€8.62	€1.72

<b>Carrier</b>	presta1742
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<b>Total Tax</b>	<b>€1.72</b>
<b>Total</b>	<b>€10.34</b>
Total Paid	€10.34
Remains to pay	€24.12


If you click on the Claim button, you have an indication that the message has been sent:


**INSTALLMENT PAYMENT**


[View invoice](#)

Paid	rest	Total
10.34	24.12	34.46


**Email sent successfully**


[Claim](#)

Your customer receives an email, asking him to pay the balance of his order:

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## HI MAGAVENUE MAGAVENUE,

We inform you of the remaining amount at paying for your order # CSQFWZAPV.

Total order: **€34.46**

Amounts due: **€24.12**

Remains to pay: **€10.34**

See you soon on [presta1742](#),

Customer Service from presta1742

You can review your order and download your invoice from the ["Order history"](#) section of your customer account by clicking ["My account"](#) on our shop.

**Link for paying the balance of order**

For paying the rest ["Order paying"](#) on our shop.

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This mail contains the information about the order (Total of the order, amount paid and remains to be paid).

There is also a link allowing the customer to click on it and to be able to pay the balance of his order. When it clicks on it arrives on the payment page of the balance, displaying the different means of payment of the shop:

Select below, your mean of payment for payed the balance of your order FVBGLAUE

☒ Pay by Check

Please send us your check including the following details:

Amount €24.12 (tax incl.)

Payee \_\_\_\_\_

Send your check to this address \_\_\_\_\_

☐ Pay by bank wire


1 item


[show details](#)


Subtotal €34.46

Shipping Free

Total (tax incl.) €24.12

 **Garanties sécurité (à modifier dans le module "Réassurance")**


 **Politique de livraison (à modifier dans le module "Réassurance")**

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ORDER WITH AN OBLIGATION TO PAY

It is enough to choose the means of payment that he wants to pay the balance of his order.

Once validated, you have the 2 payments in the payment block of the order:

PAYMENT 3					
Date	Payment method	Transaction ID	Amount	Invoice	
09/20/2018 11:42:34	Payments by check		€10.34	#IN000002	<a href="#">Details</a>
09/21/2018 16:23:10	Payments by check		€24.12	#IN000002	<a href="#">Details</a>
2018-09-21				€	#IN000002 <a href="#">ADD</a>

The payment block of the deposit has been updated:

INSTALLMENT PAYMENT <a href="#">View invoice</a>		
Paid	rest	Total
34.46	0.00	34.46

## **6- Uninstall:**

To uninstall the module, simply go to the Module tab of the administration of your shop, in the field Search, type the beginning of the name of the module and choose it from the list that appears. Then just click Uninstall.