iCheckGateway.com™
Internet Enabled Payment Solutions

QuickBooks Plug-In
REFERENCE MANUAL

Contents

![iCheckGateway.com Support — Internet Enabled Payment Solutions]

Download the QuickBooks Plug-in

⚠️ *BEFORE downloading and installing the QuickBooks Plug-in, please make sure that QuickBooks is closed and older versions of the Plug-in have been uninstalled.*

To download the QuickBooks Plug-in:

- Go to *https://cdn.icheckgateway.com/apps/plugins.*
- Choose the version, if applicable, and click on

  DOWNLOAD Plugin.

You will see this message in Microsoft Edge. Click *Run.*

Or, you may see this message in Google Chrome. Click to *Run.*

Installing the QuickBooks Plug-in

The set-up wizard welcome screen will appear. Click *Next* to continue.

If you do not see the welcome screen, you may want to look for the icon in your taskbar.
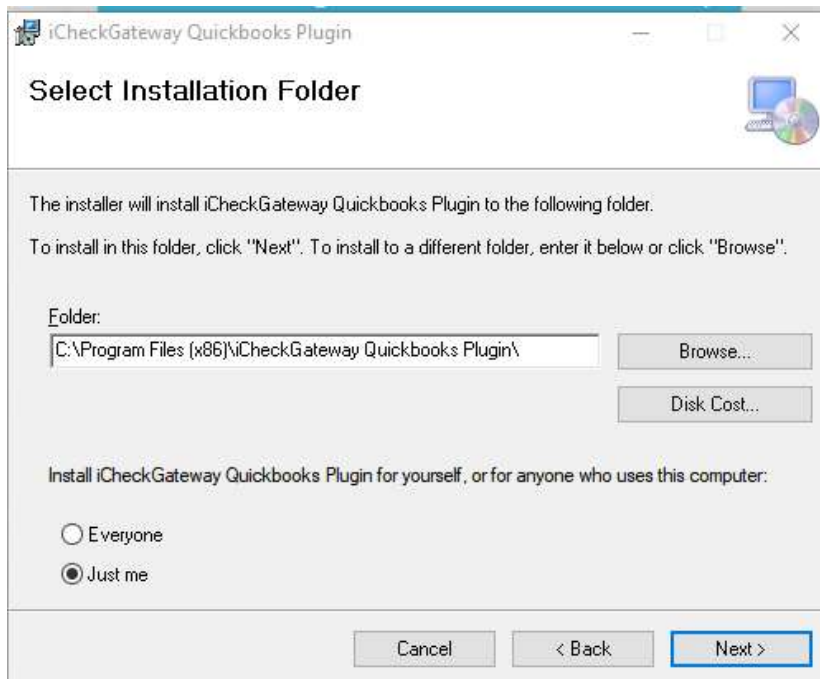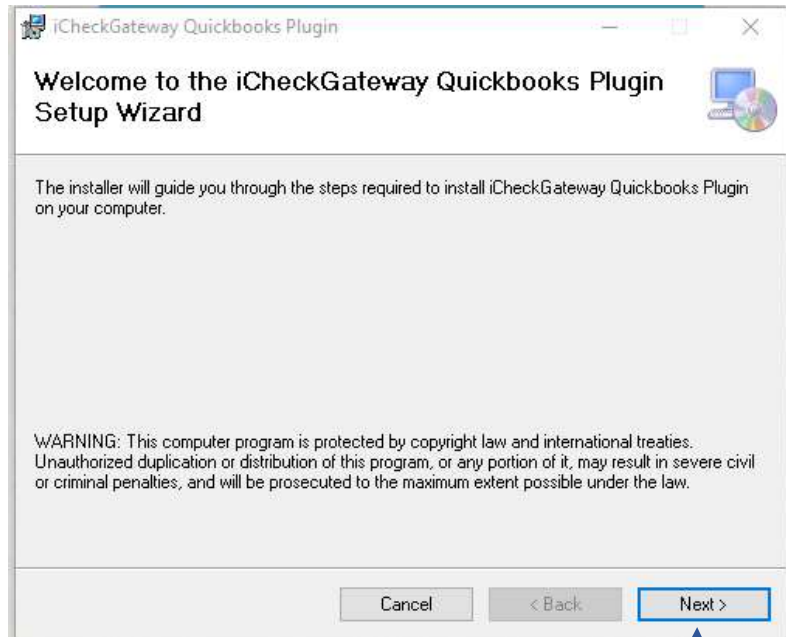
A prompt to choose a file location will appear. Select either Everyone or Just me. Click *Next* to continue.
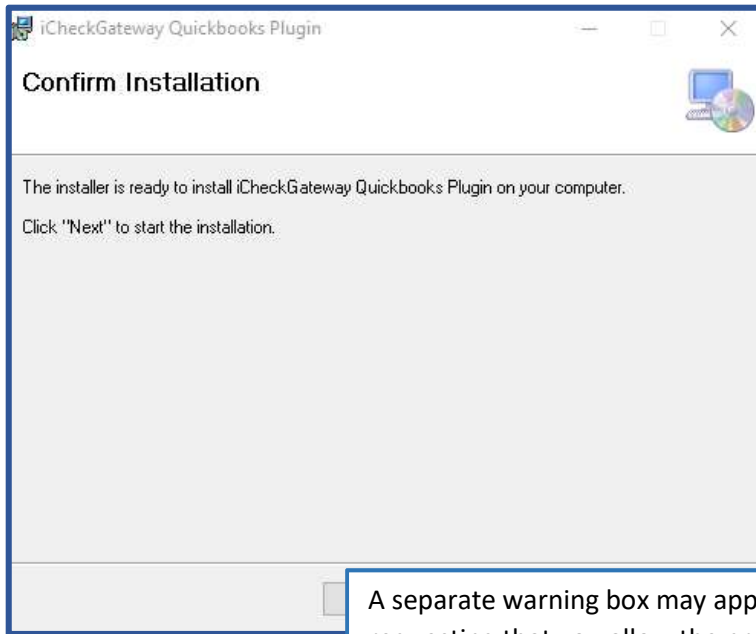
To begin installing the plug-in, click *Next*.

A separate warning box may appear requesting that you allow the program to make changes to your computer (not pictured).

A new window will appear to let you know the program is being installed.
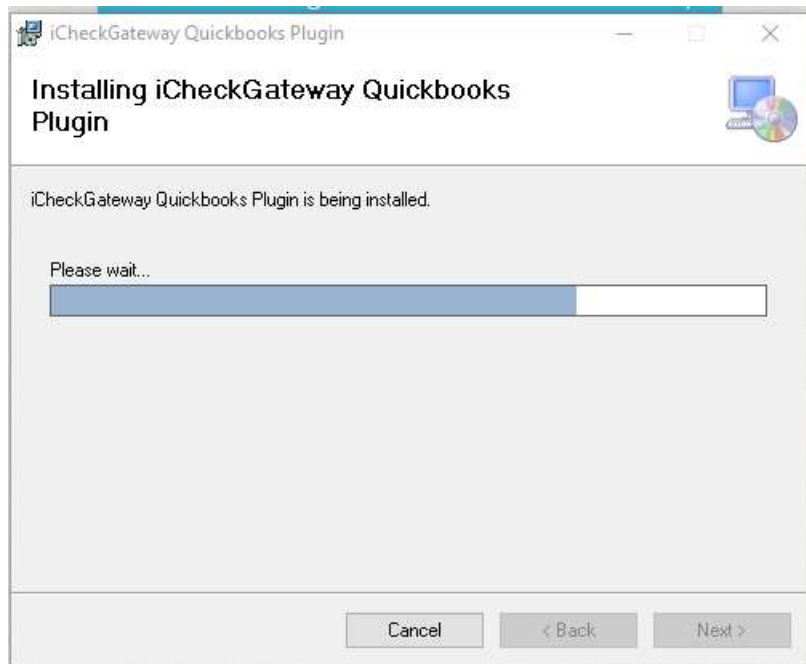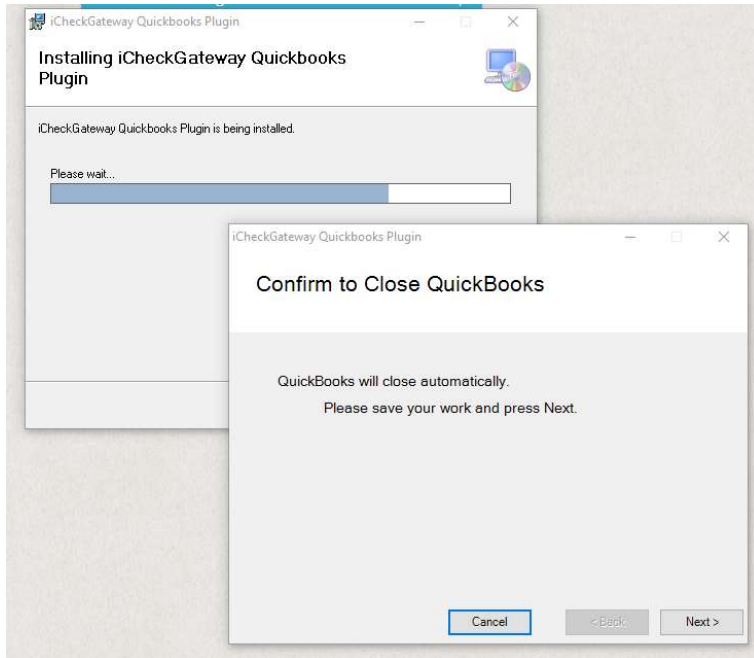
QuickBooks will close automatically. Follow the prompt and press *Next.*

Installing…

A new installer window will appear that instructs you to log into QuickBooks as the Administrator. Once logged in, you will need to accept the certificate and then return to the installer.
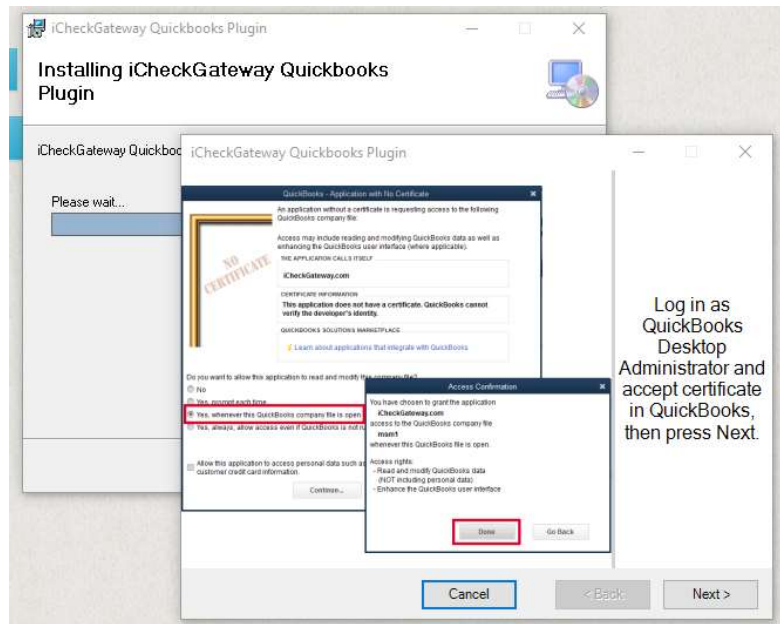
Enter your QuickBooks Administrator password and press *OK.*
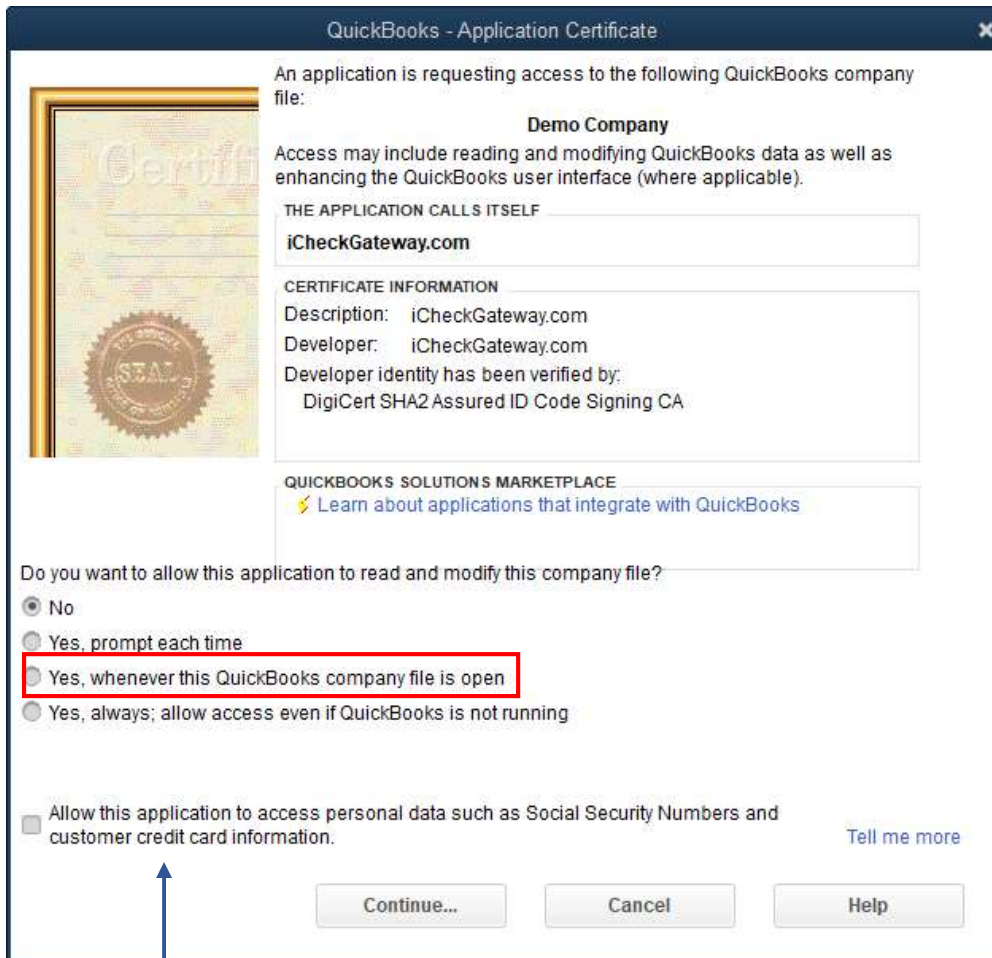
QuickBooks will open, and a warning message will inform you that, "An application is requesting access to the following QuickBooks company file..." You will be asked if you want to allow the application to read and modify the company file. Select the *third option* and click **Continue**.
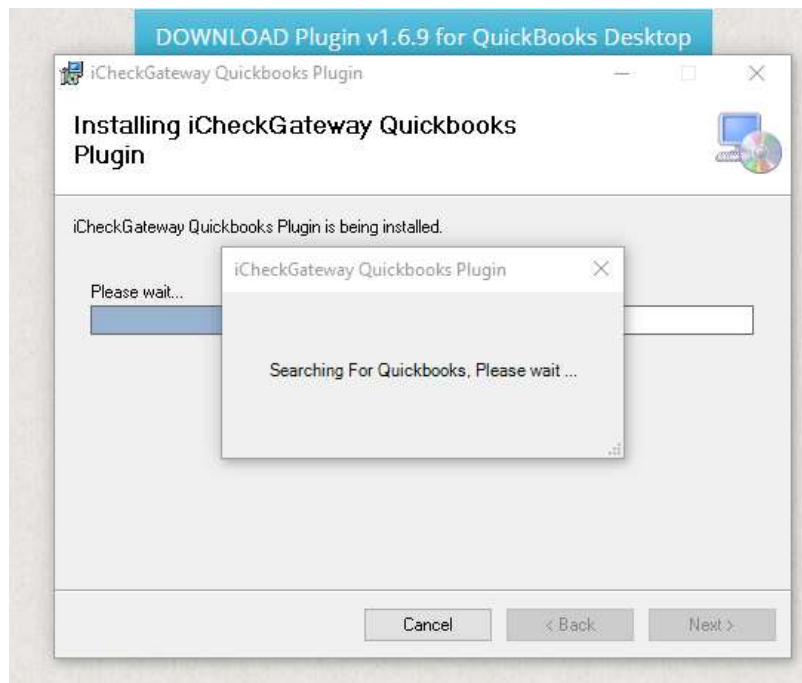
If you do not see this message, then you may not have completely uninstalled a previous version of the QuickBooks Plug-in.

You will need to decide if you want to allow this application to access personal data such as Social Security numbers and customer credit card information.

Then press Continue…
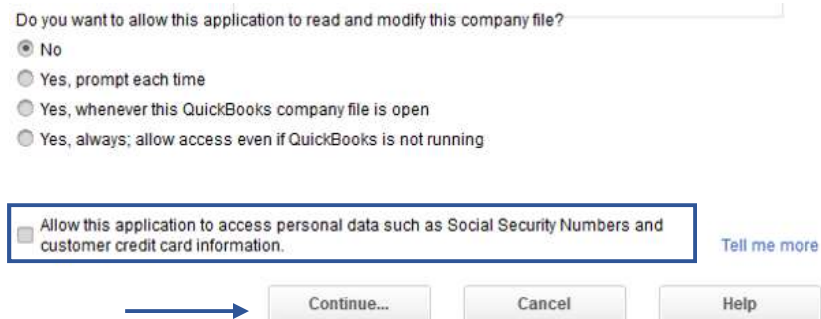
When the *Access Confirmation* box appears, click *Done.*
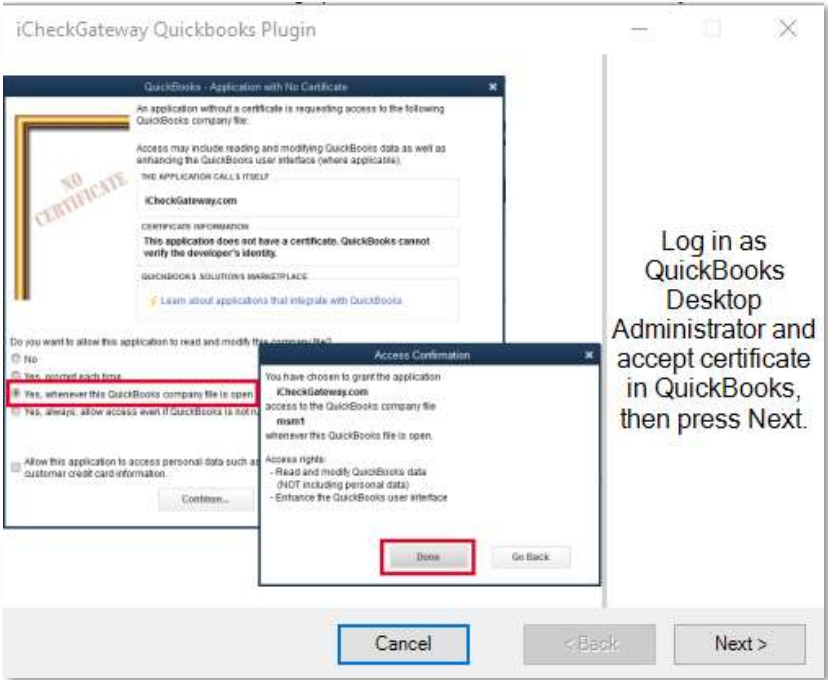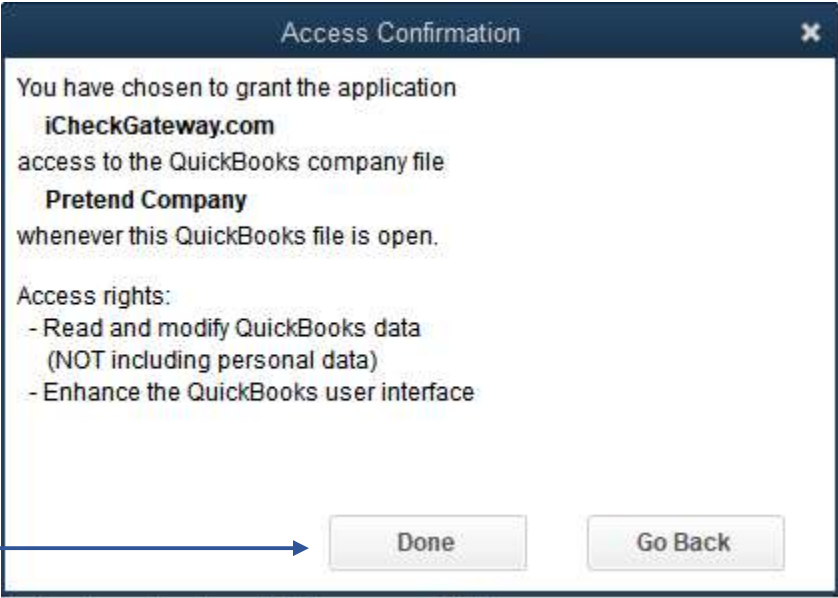
Log in as QuickBooks Desktop Administrator and accept certificate in QuickBooks, then press Next.

Return to the Installation Window by clicking icons on task bar and press *Next* to complete the installation process.
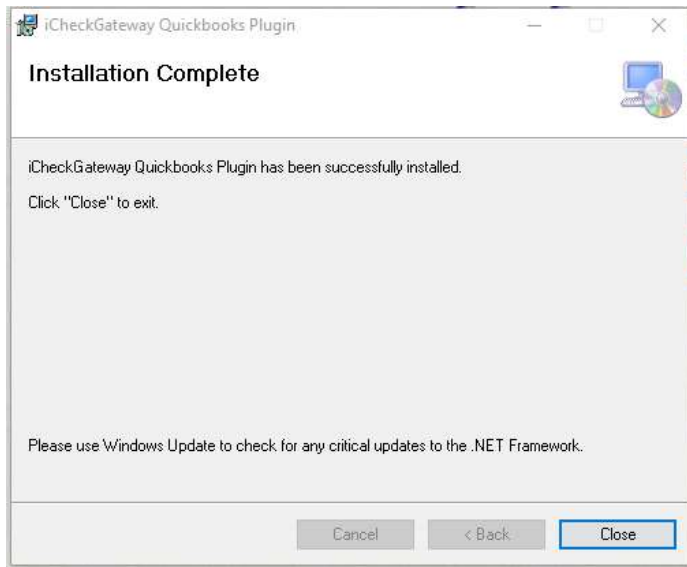
The final message will confirm access. Click **Close.**

Log into QuickBooks. The iCheckGateway.com plug-in will now appear in the Company *menu each time you open QuickBooks.*
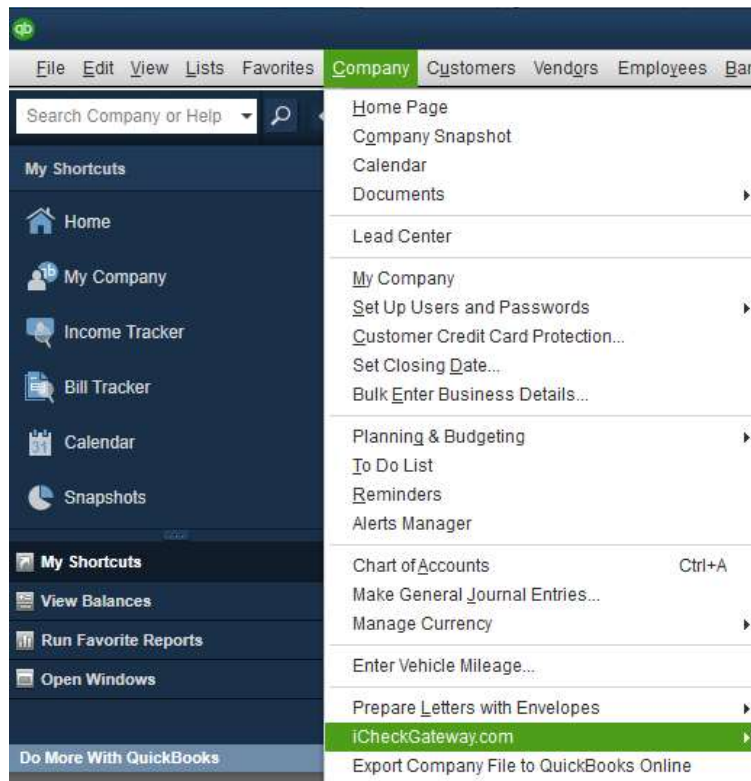
Settings Window

In the *Company* menu, select *iCheckGateway.com*. You have six options: *Settings, Process Payments, Import Payments, Sync Invoices, Bulk Invoices Processing,* and *About Us.*
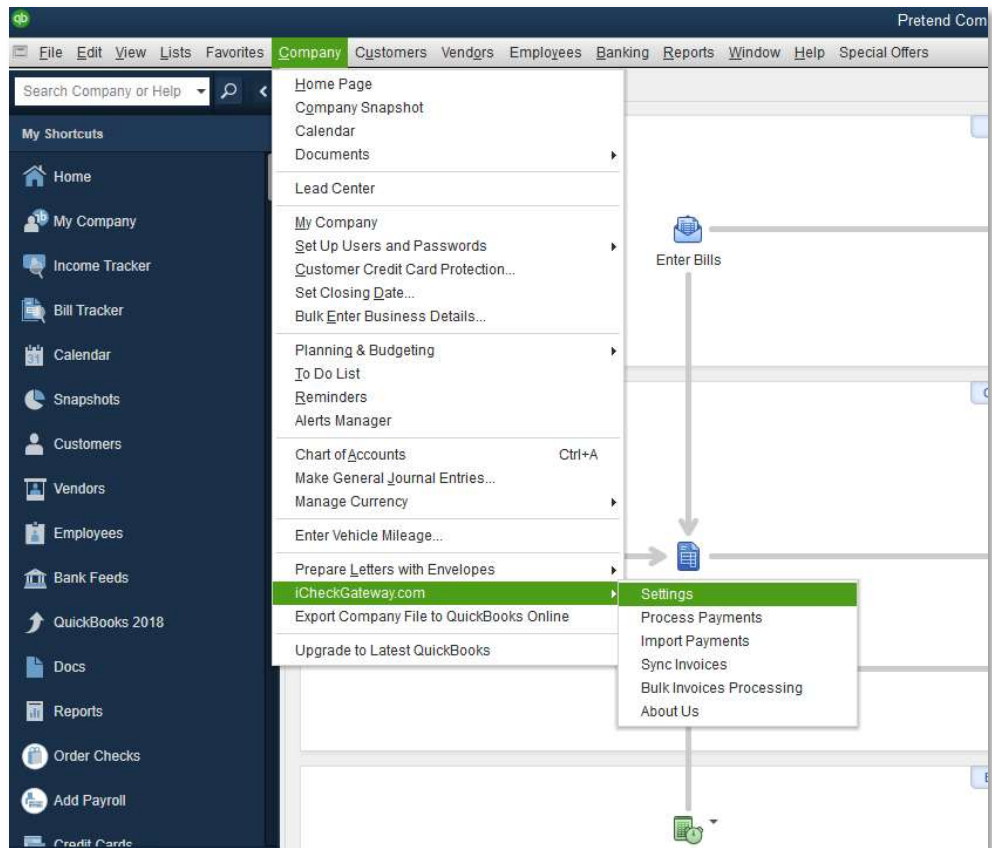
Click *Settings*. At this point, you are running a sandbox account. Click *Test Connection* to test.

The system should display a *Success* message. Press *OK.*

Next, you will want to plug in your live *iCheckGateway.com* credentials so you can do live transactions. Please note these credentials are case-sensitive. Check the *Gateway live mode box* and enter in the credentials.

QuickBooks Plugin Credentials
Site ID
Site Key
API Key

Click *Test Connection* to make sure the connection is working. The system will either display a *Success* message…
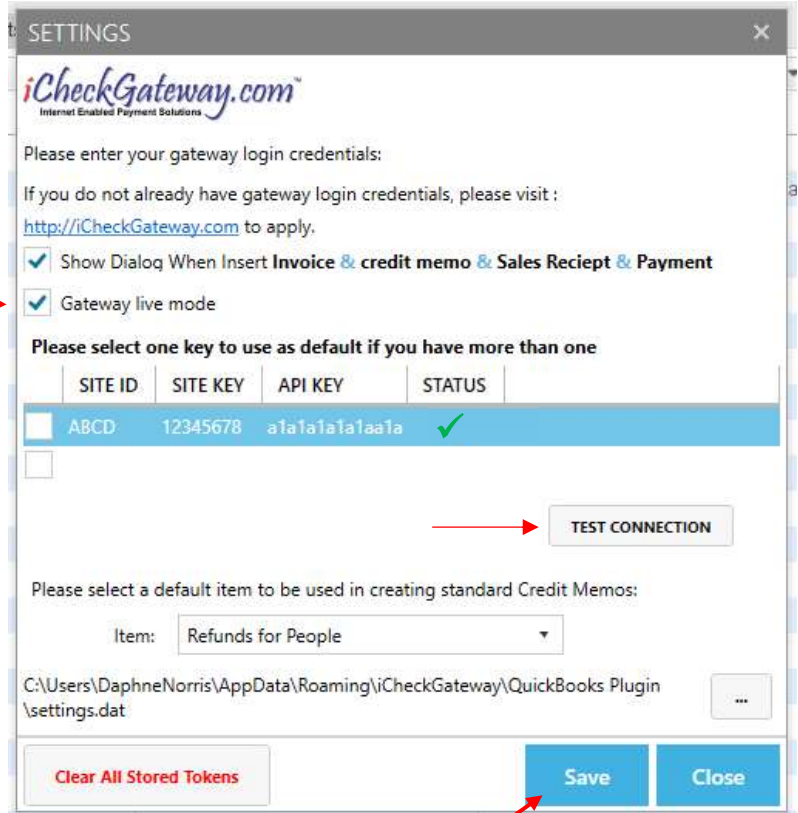
Once you are finished entering information, click *SAVE*.
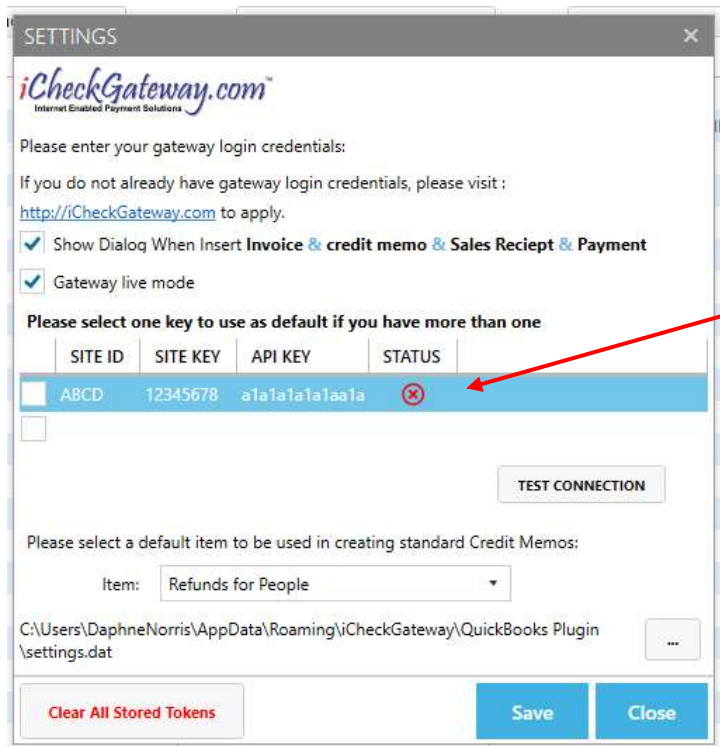
… or a *Fail* message

You are required to select a default item to be used in creating standard *Credit Memos*. If you do not select a default item, you will get this message.
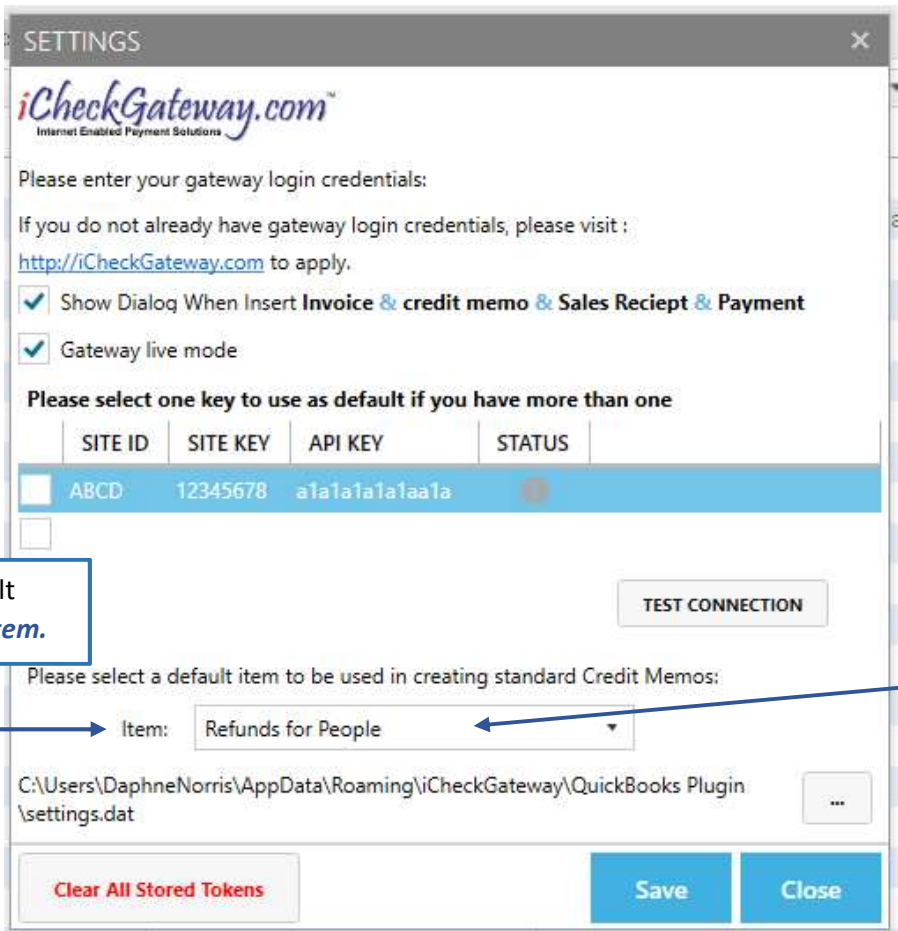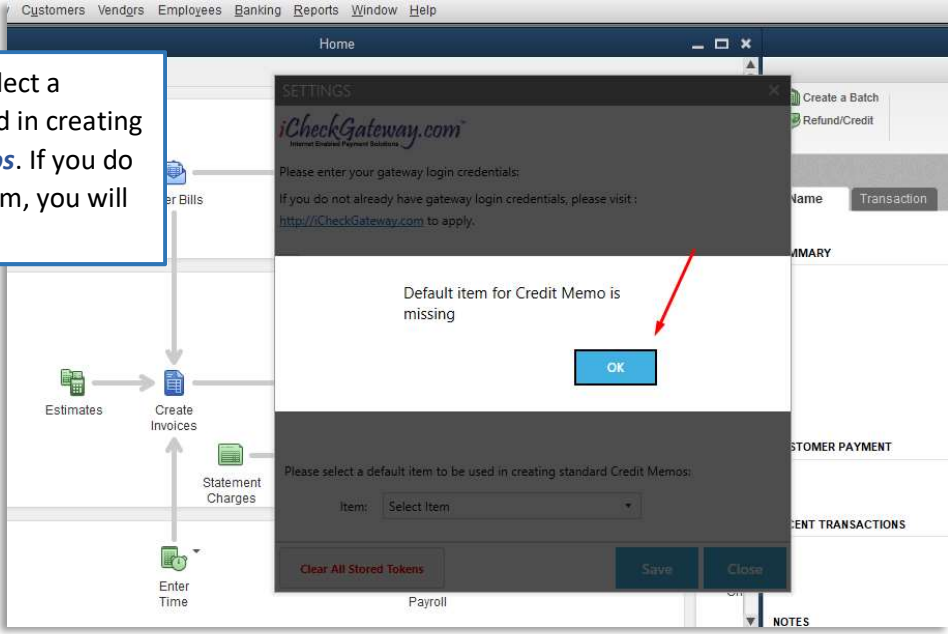
Select a default item next to *Item.*

Default item selected

If you would like for the system to prompt you to process a payment for an invoice each time a new invoice has been entered, you will need to CHECK the box for *Show Dialogue When Insert Invoice…*

SETTINGS

iCheckGateway.com™
Internet Enabled Payment Solutions

Please enter your gateway login credentials:

If you do not already have gateway login credentials, please visit :
http://iCheckGateway.com to apply.

☑ Show Dialog When Insert **Invoice** & **credit memo** & **Sales Reciept** & **Payment**

☑ Gateway live mode

Please select one key to use as default if you have more than one

	SITE ID	SITE KEY	API KEY	STATUS
☐	ABCD	12345678	a1a1a1a1a1aa1a	⬤
☐				

TEST CONNECTION

Please select a default item to be used in creating standard Credit Memos:

Item: Refunds for People ▼

C:\Users\DaphneNorris\AppData\Roaming\iCheckGateway\QuickBooks Plugin\settings.dat [...]

Clear All Stored Tokens   Save   Close

More Than One Computer

If you have multiple computers accessing the same QuickBooks company file, you have the option to store data in the shared file and make it available to all computers.

- Open the folder %appdata%\IcheckGateway\Quickbooks Plugin\
- Move the *settings.dat* file to a shared folder with write access on the network. Suggested location: company files shared folder
- Add the path to the shared folder in the Settings window

> AppData > Roaming > iCheckGateway > QuickBooks Plugin   ✓ ⟳   Search QuickBooks Plugin 🔍

Name	Date modified	Type	Size
📁 Log	8/15/2018 3:28 PM	File folder	
📄 QbPath	10/19/2018 12:21	File	1 KB
📄 settings.dat	10/19/2018 2:03 PM	DAT File	44 KB
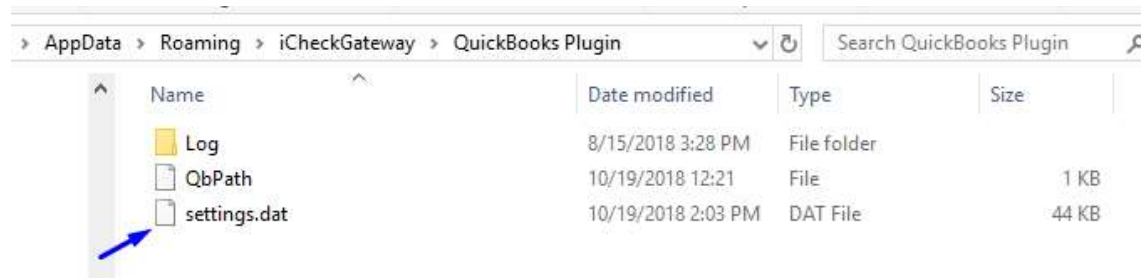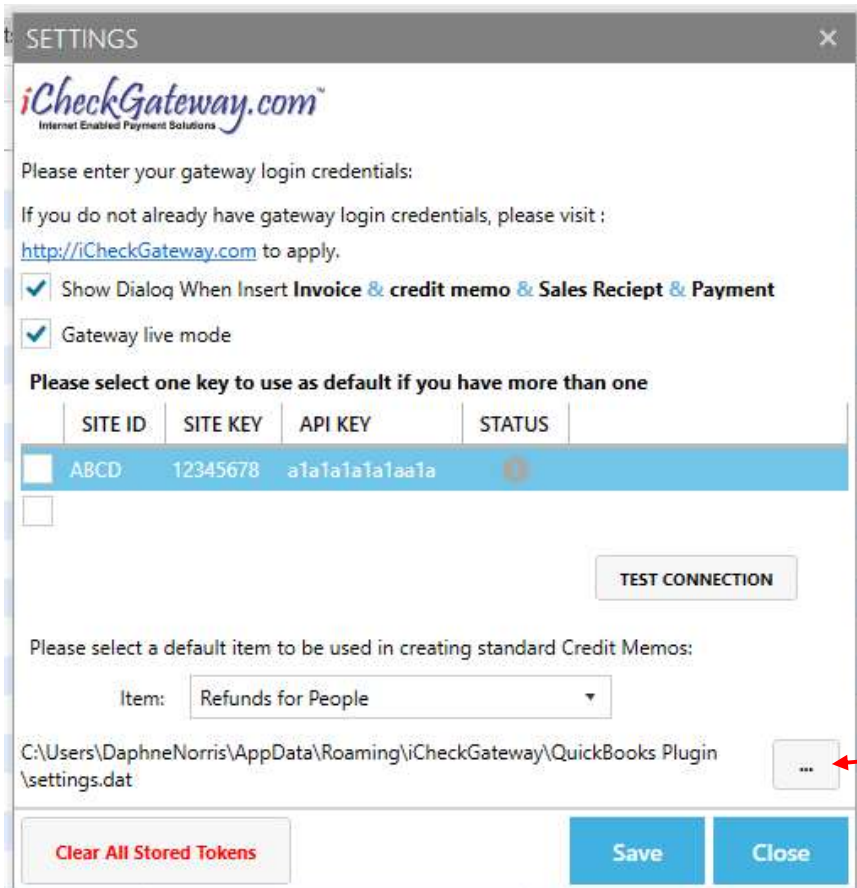
To add the path to the shared folder for the settings.dat file, click **...** and navigate to the correct file location.
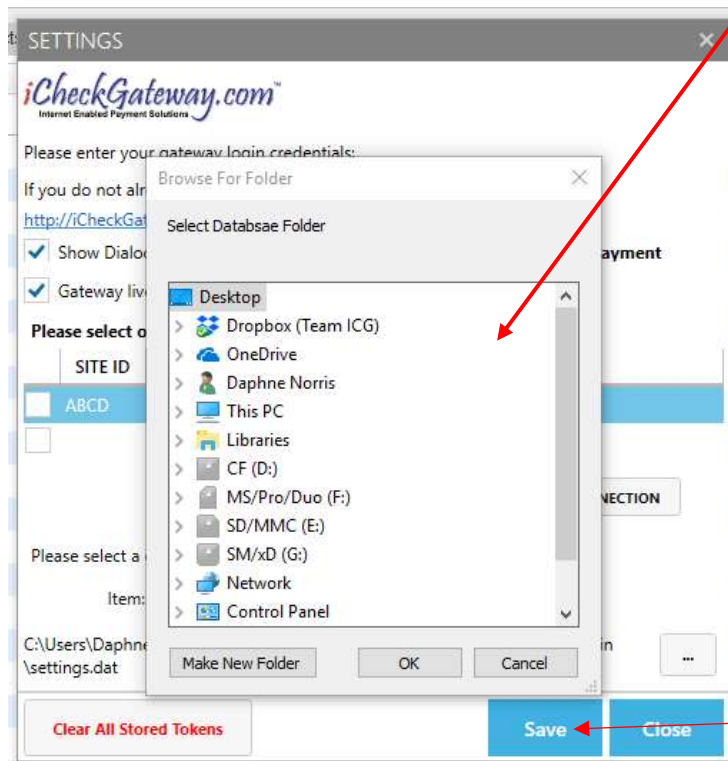
Click *Save.*

Your settings are now saved.

Customers Vendors Employees Banking Reports Window Help

Home

Page Insights

SETTINGS

iCheckGateway.com
Internet Enabled Payment Solutions

Please enter your gateway login credentials:

If you do not already have gateway login credentials, please visit :
http://iCheckGateway.com to apply.

Gateway live mode

Settings saved!

OK

Please select a default item to be used in creating standard Credit Memos:

Item: Grooming

Clear All Stored Tokens   Save   Close

Enter Bills

Estimates   Create
             Invoices

Statement
Charges

Enter
Time

Payroll

Create a Batch
Refund/Credit

Name Transaction

MMARY

STOMER PAYMENT

CENT TRANSACTIONS

NOTES

SETTINGS   ✕

iCheckGateway.com
Internet Enabled Payment Solutions

Please enter your gateway login credentials:

If you do not already have gateway login credentials, please visit :

http://iCheckGateway.com to apply.

Gateway live mode

success 9/7/2018 4:53:22 pm

OK

Please select a default item to be used in creating standard Credit Memos:

Item: Refunds for People

Clear All Stored Tokens   Save   Close
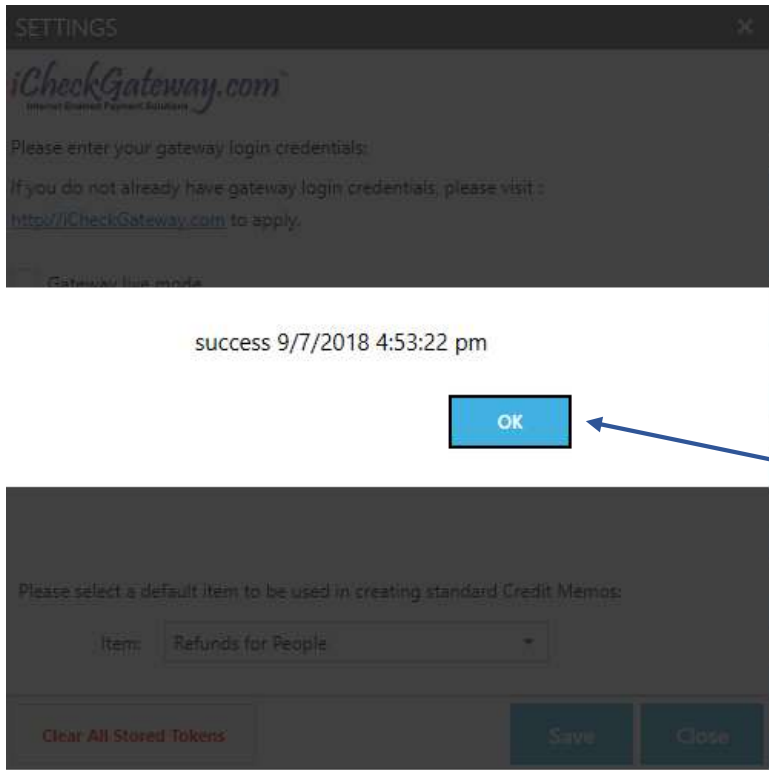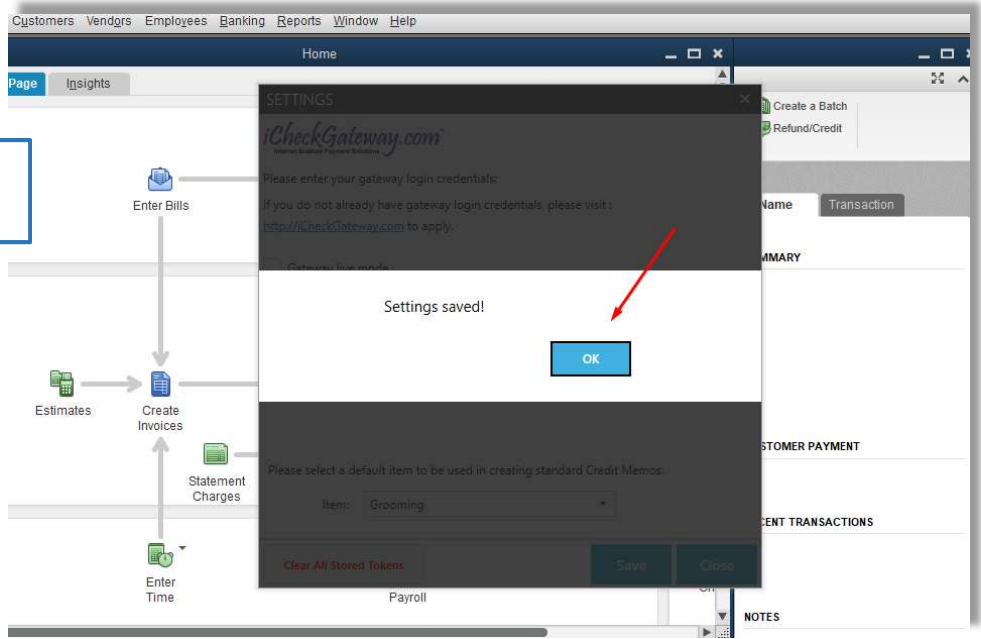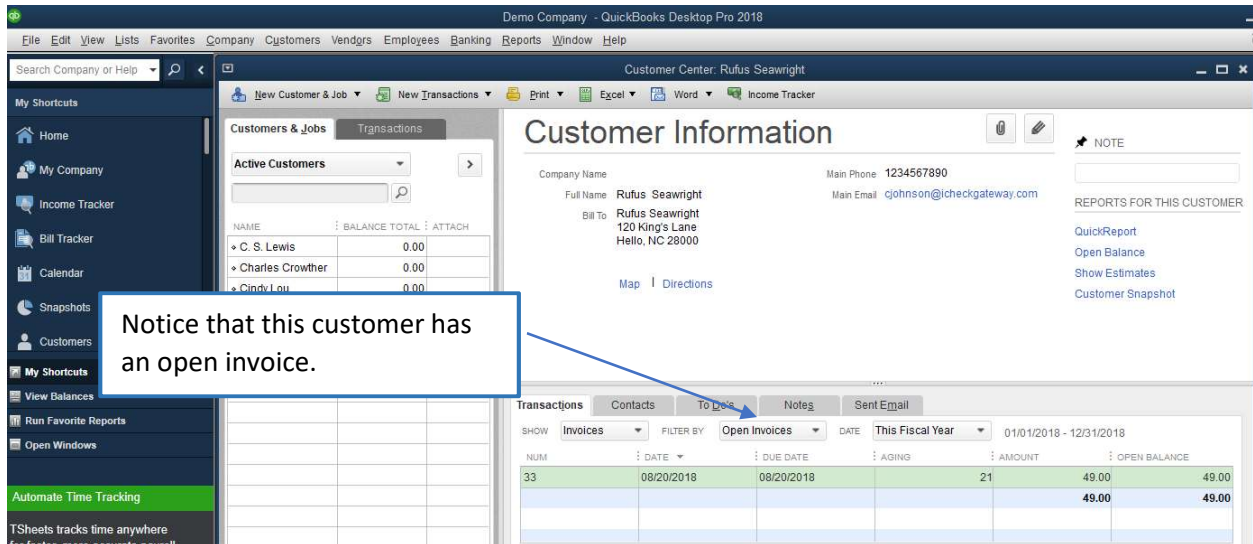
Success! Press *OK* and then press *Close.*

Process Payments – Debits (Sales)

Step 1 – Select a Customer and Create an Invoice in QuickBooks
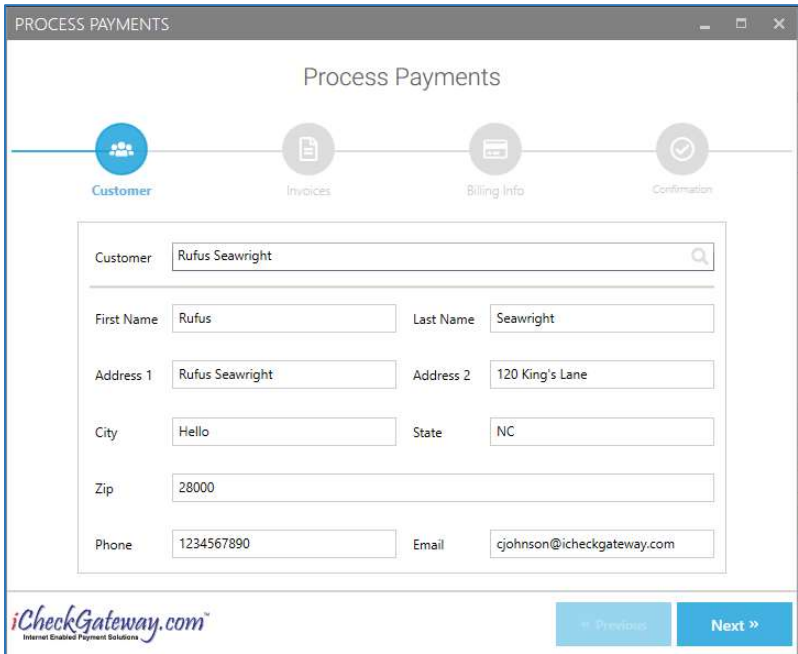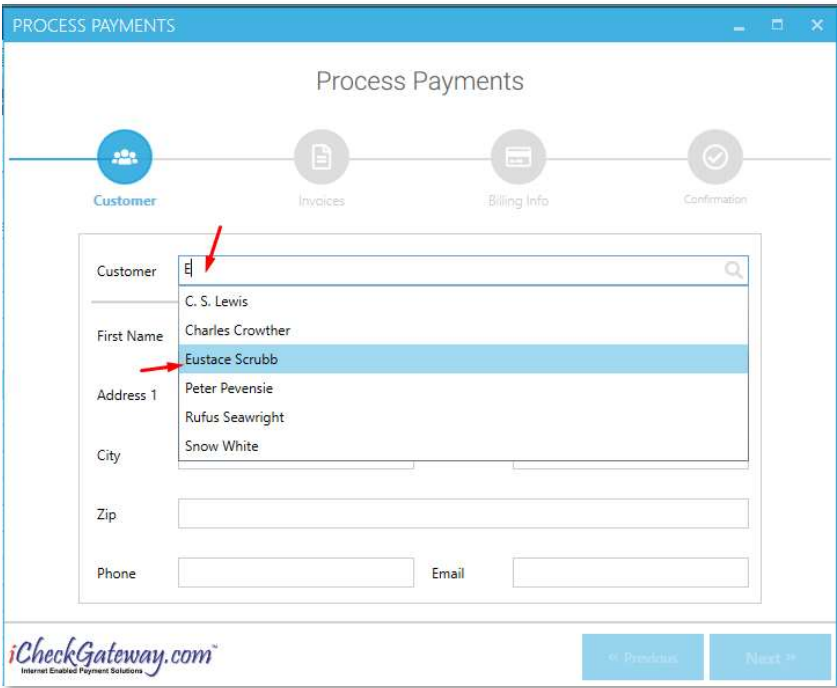
Notice that this customer has an open invoice.

Step 2 – Process a Payment

In the *Company* menu, select *iCheckGateway.com*, and then select *Process Payments.*
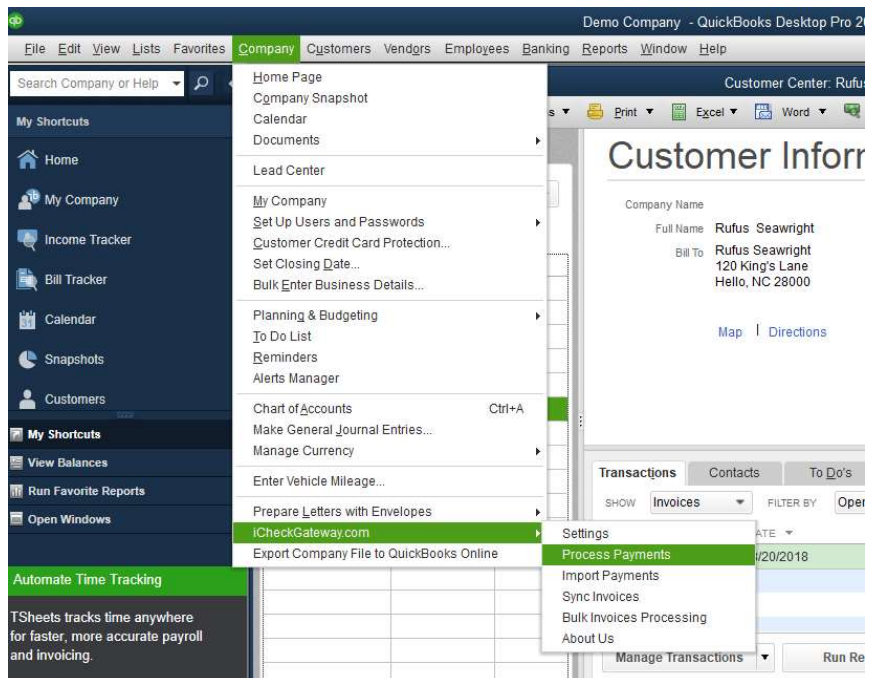
In the new window, begin typing the customer's name. Then select the customer.

Stored customer information will auto-populate.

Press *Next.*

Choose *Transaction Type.*

Any outstanding invoices for this customer will be listed here. Choose the invoice or invoices which you would like to process under *Select.* The payment amount will only appear after you select the box.

Amounts will show $0.00 until you select the box under *Select.*

The *Payment Amount* can be changed if the customer is making a partial payment.

Press *Next.*

You have the option of choosing a new payment method or a stored payment method.

Select *Payment Method* (Check or Credit Card).

You also have the ability to delete a previously stored payment method within the QuickBooks plugin by selecting the trash can icon.

Enter the appropriate information and press *Next*.

After the payment information appears, press *Next.*

Step 3 – Import the Payment into QuickBooks

Once the payment has been processed, you will receive a *"Payment is successfully created"* response.

At this time, you will be given the option to *import the payment* back into QuickBooks.

You can either import the payment back into QuickBooks now by clicking **Yes.**

Or, you can click **No** and import the payment at a later time.
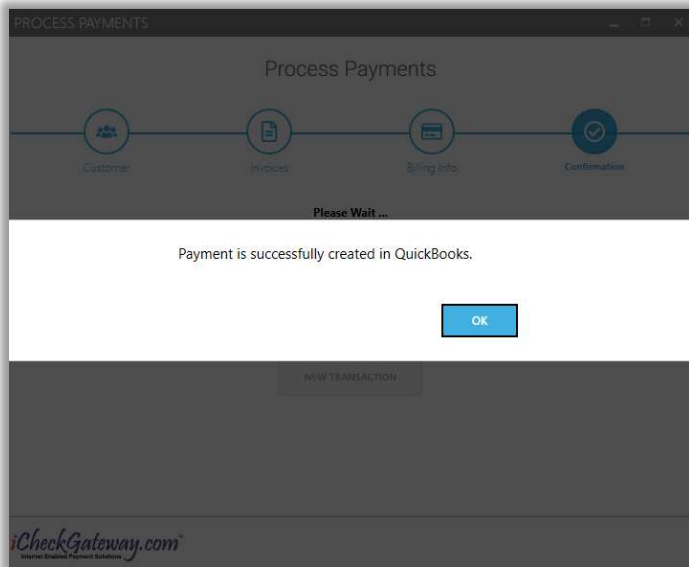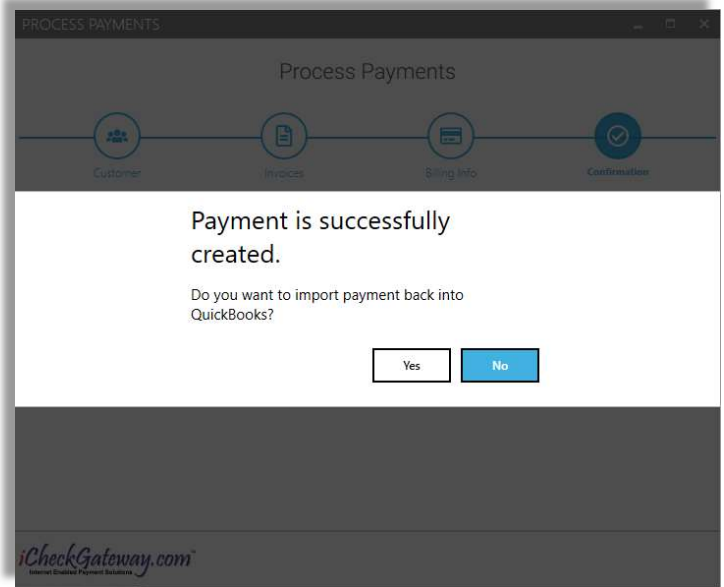
If you click on **Yes**, your payment will be successfully imported into QuickBooks.

However, if you attempt to import a larger amount than the customer owes, you will receive this error message. The payment will not be imported, even though you will receive a *Transaction Approved* message after you press *OK.*

The transaction was successful but, the payment could not be imported (error: error while adding payment. error code: 3210. error message: the "appliedtotxnadd payment amount" field has an invalid value "309.00". quickbooks error message: you cannot pay more than the amount due.).

OK

Transaction Approved
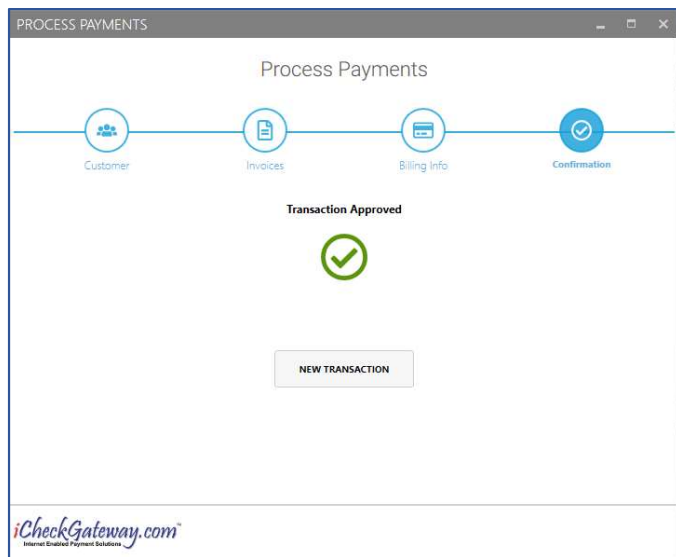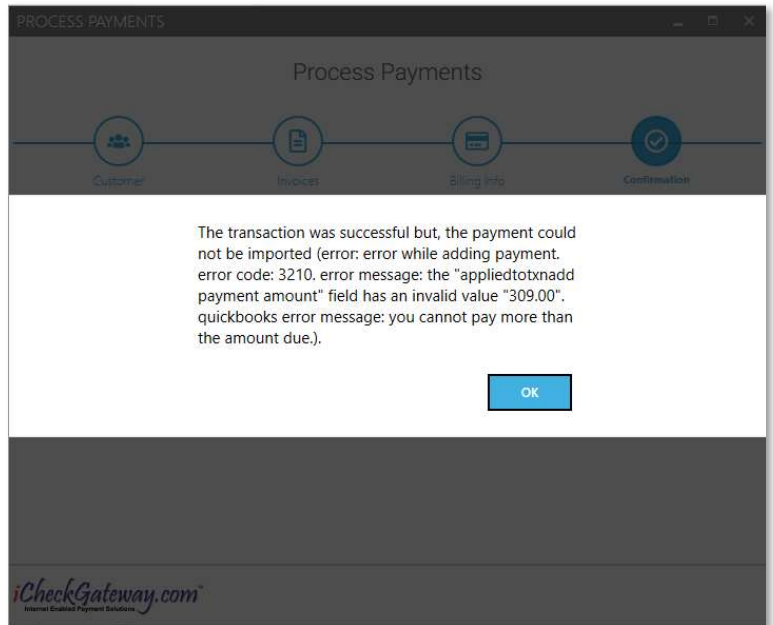
NEW TRANSACTION

You are now ready to process a new transaction, if you wish.

Once it is imported back into QuickBooks, the payment will be applied to the customer's account.

Notice that you must filter by *All Invoices* to view the imported invoices.

The payment information will also be recorded in the Online Terminal

The customer will receive an email notification of the transaction.

Cindy Lou,

This email confirms that you have authorized iCheckGateway.com to DEBIT your credit card in the amount of $164.50.

Your payment was received at 9/10/2018 3:51:17 PM Eastern Time. The payment date for this transaction is scheduled for 2018-09-10 and should be processed in 24 to 48 hours from the scheduled date.

Confirmation: c4c83910326c
Auth Code:
Invoice Number: 35#129.5,36#35

If you have any questions about this transaction, please contact iCheckGateway.com.

Our office phone number is (888) 746-5741.

Powered By: iCheckGateway.com

If you choose *not* to import the payment into iCheckGateway at this time, your transaction will be approved, but you will have to import it later.

PROCESS PAYMENTS

Process Payments

Customer — Invoices — Billing Info — Confirmation

Payment is successfully created.

Do you want to import payment back into QuickBooks?

Yes   No

iCheckGateway.com
Internet Enabled Payment Solutions

PROCESS PAYMENTS

Process Payments

Customer — Invoices — Billing Info — Confirmation

Transaction Approved

NEW TRANSACTION

iCheckGateway.com
Internet Enabled Payment Solutions

You will then receive a *Transaction Approved* message.

Process Payments – Credits (Refunds)
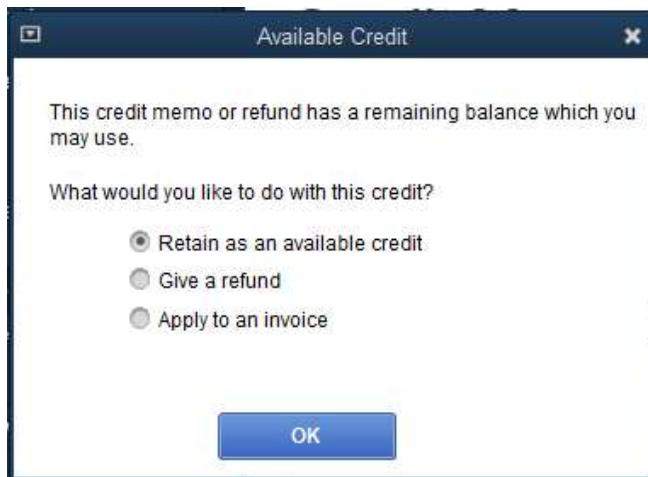
Step 1 – Select a Customer and Create a Credit Memo in QuickBooks

Notice that this customer has a Credit Memo.

Set *Transactions* to show *Credit Memos*, and be sure to set the appropriate date.

Note: When you create the Credit Memo in QuickBooks, choose the option to *Retain as an available credit*

Step 2 – Process a Payment

In the *Company* menu, select *iCheckGateway.com*, and then select *Process Payments.*
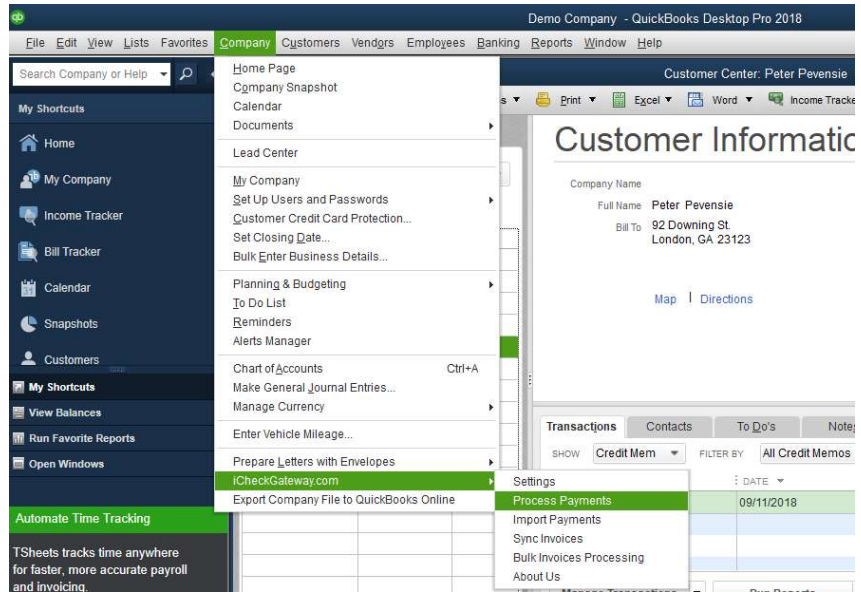
Begin typing the customer's name, and the name will appear. The stored fields will auto-populate.

Press *Next.*

Change *Transaction Type* to *Credit (Refund)*

If you have a customer with multiple credit memos, they will be listed in the *Process Payments* box. Select the appropriate credit memo(s) and press *Next*.

The saved customer payment information will appear. (You also have the option of choosing a new payment method.)

Press *Next*.

The refund has been successfully created. You are given the option of importing the credit (refund) into QuickBooks now (Yes) or later (No).
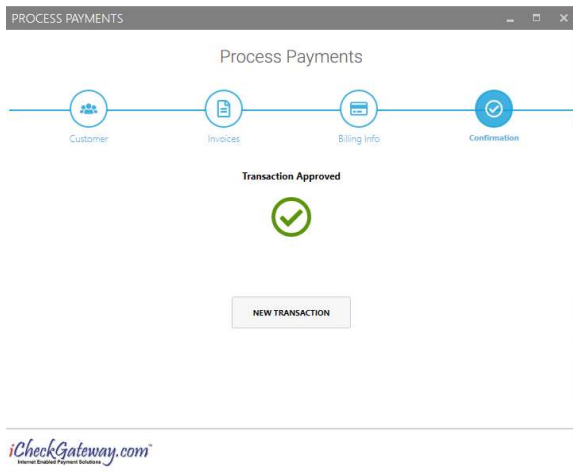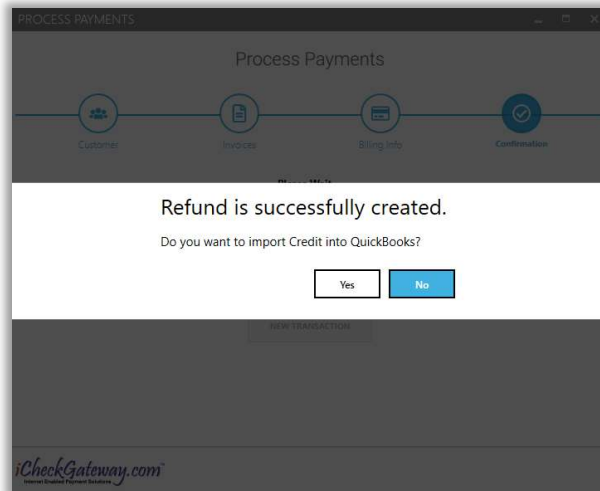
You will then receive a *Transaction Approved* message.

You may opt to process a new transaction at this time.

Step 3 – Import the Payment into QuickBooks

Once the payment has been processed, you will be able to view it in the iCheckGateway Online Terminal.

Notice the confirmation number which has been assigned to each transaction.

The transaction will be color-coded **green** to indicate that it is a credit.

The customer will receive an email notification of the transaction.

Charles Crowther,

This email confirms that you have authorized iCheckGateway.com to CREDIT your credit card in the amount of $309.00.

This transaction was entered at 9/11/2018 11:49:11 AM Eastern Time. The credit date for this transaction is scheduled for 2018-09-11 and should be processed in 24 to 48 hours from the scheduled date.

Confirmation: 3c37b6d57368
Invoice Number: 39

If you have any questions about this transaction, please contact iCheckGateway.com.

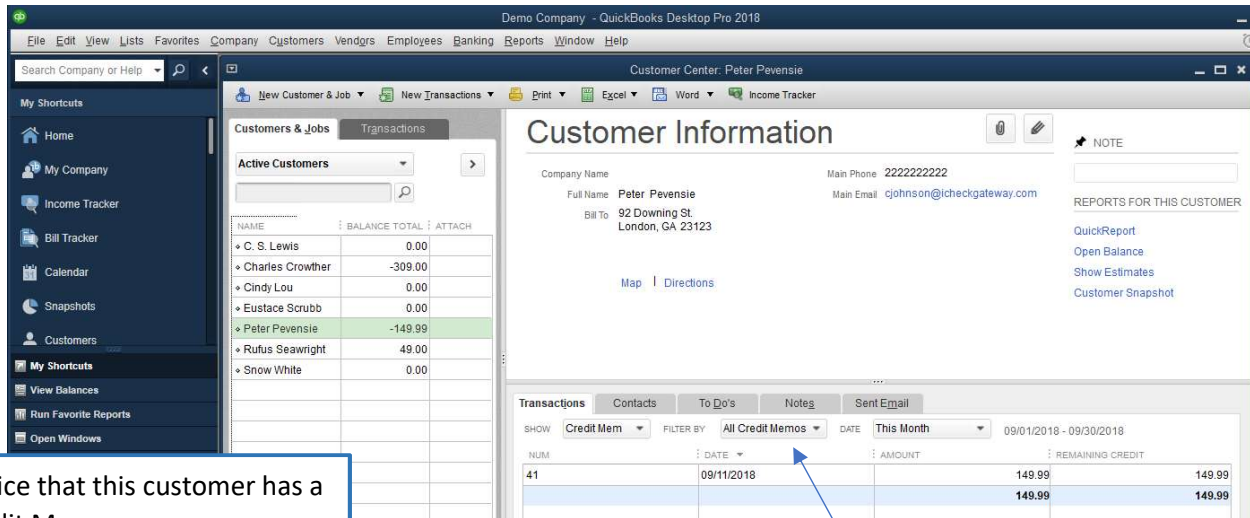Our office phone number is (888) 746-5741.

Powered By: iCheckGateway.com

Process Payments – Recurring

Step 1 – Select a Customer and create an invoice in QuickBooks
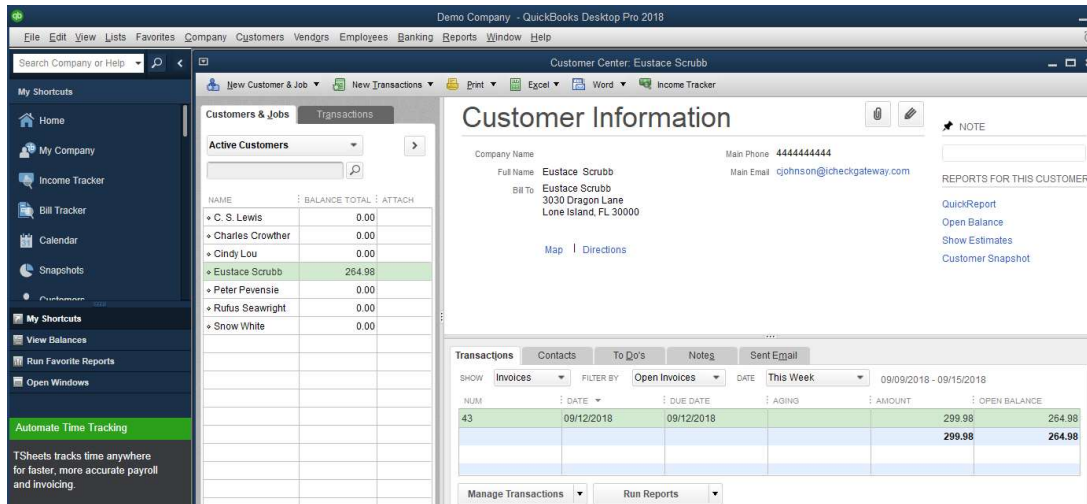
Step 2 – Process a Payment

In the *Company* menu, select *iCheckGateway.com*, and then select *Process Payments*
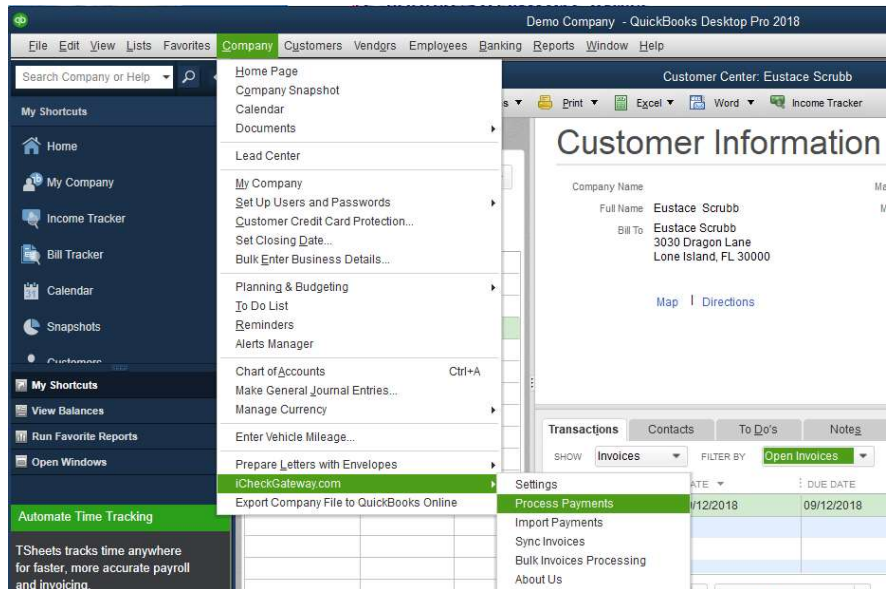
Begin typing the customer's name to auto-fill the *Customer* information. Press *Next.*

In the next box, select the invoice which you would like to set up as a recurring transaction.

After you press *Select*, you can manually change the amount in the *Payment* box to whatever the recurring payment amount will be.

Choose the frequency and number of payments – continuous or a limited number of payments.

NOTE: For recurring payments you will be required to enter in a "new" payment method rather than using a stored payment method.

Once you have entered in the new payment information and click Next, you will receive the Transaction Approved message. This recurring payment will be set up in the Online Terminal and will process the next time the system checks for new Auto payments.

You can view the recurring payment you have set up in the online terminal.

The recurring payment will be recorded in either *Auto Checks* or *Auto Credit Cards* under *Recurring* in the Online Terminal.

If you wish to change a recurring payment in the online terminal, click *Edit.*

Click 🔵 for more information concerning *Recurring* in the Online Terminal.

The system checks for new Auto Checks and Auto Cards at 4AM, 10AM, 4PM and 10PM (EST).

Step 3 – Import Recurring Payments

As the recurring payment processes in the Online Terminal according to the schedule, you will need to import the payments into QuickBooks so that the payment can be applied to the customer's open invoice.

Import Payments

Payments that are created through a Payment Portal, an Invoice Portal, or directly in the Online Terminal can be imported into QuickBooks and applied to customer accounts.

Step 1 – Process Payments in the iCheckGateway Online Terminal.

Payments that are processed in the iCheckGateway *Online Terminal* can easily be imported into QuickBooks. This includes both one-time and recurring transactions.

When payments are imported, make sure that you do *at least* one of the following:

1. Make sure the customer name matches.
2. Put the Invoice # in *Custom Field 1* in the *iCheckGateway Online Terminal.*
3. Put the customer's QuickBooks Account # in *Custom Field 2* in the iCheckGateway Online Terminal.

It is recommended that you provide *all three types* of information in order to ensure accuracy.

Step 2 – Import Payments into QuickBooks

In the **Company** menu, select **iCheckGateway.com**, and then select **Import Payments.**
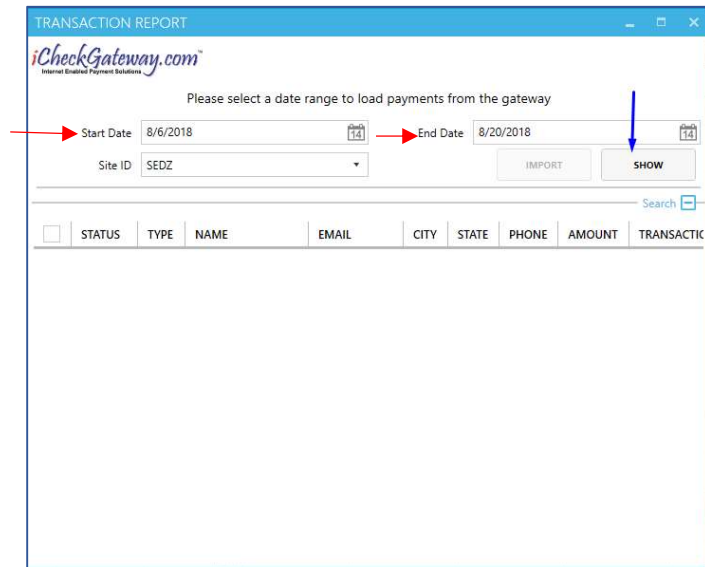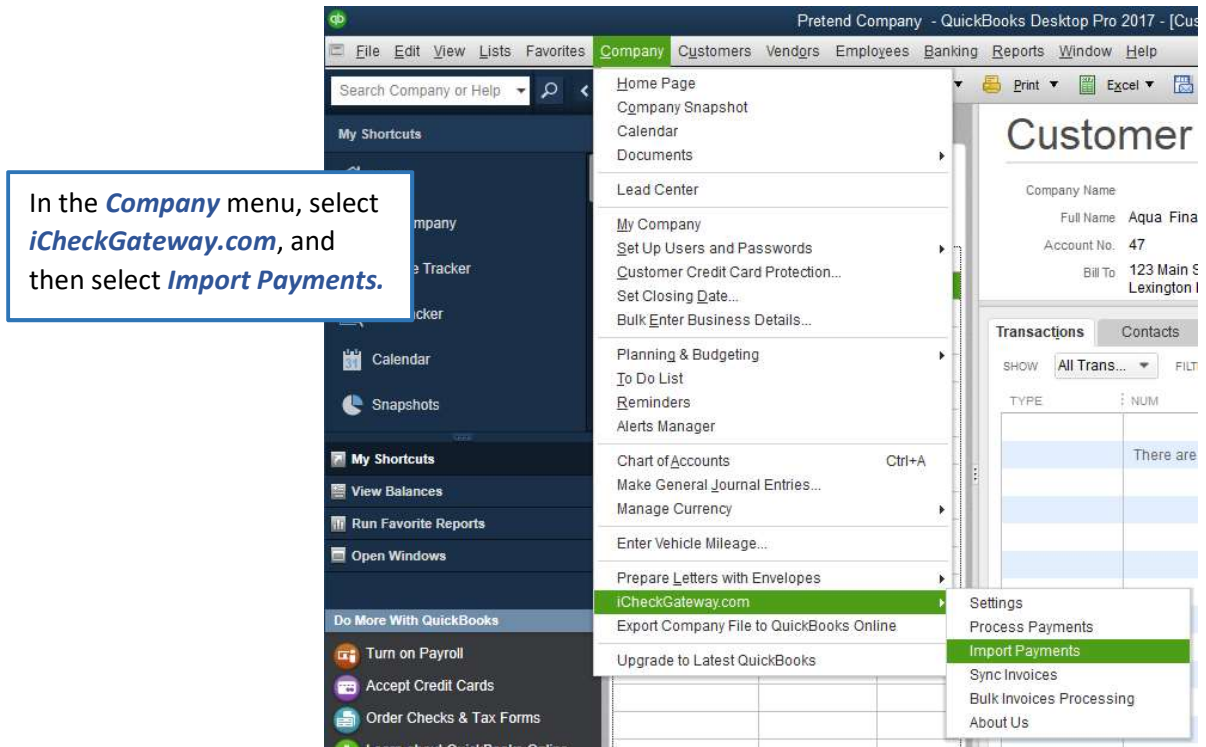
Select your **Start Date** and **End Date** and click **Show**.

iCheckGateway will find all of the payments for that date range. You will select the payments that you wish to import.

TRANSACTION REPORT

iCheckGateway.com
Internet Enabled Payment Solutions

Please select a date range to load payments from the gateway

| Start Date | 9/12/2018 | End Date | 9/12/2018 |
| Site ID | SEDZ ▼ | | IMPORT | SHOW |

Search ⊟

	STATUS	TYPE	NAME	EMAIL	CITY	STATE	PHONE	AMOUNT
☑	N	Debit	Eustace Scrubb	cjohnson@icheck	Lone Island	FL	(444) 444-4444	25.00
☐	N	Debit	a1 a1		test	MO		172.46

If you wish to import all payments, you can click *Status*. However, any payments you have already imported will not appear.

There is a *Search* feature which will expand your search parameters.

TRANSACTION REPORT

iCheckGateway.com
Internet Enabled Payment Solutions

Please select a date range to load payments from the gateway

| Start Date | 10/28/2018 | End Date | 10/28/2018 |
| Site ID | SEDZ ▼ ⟳ | | IMPORT | SHOW |

Search ⊞

Name:	joe	Email:		Phone:	
City:		State:		Amount:	
Type:	● All ○ Debit ○ Credit			Status: ● All ○ Approved ○ Others

	☁	STATUS	TYPE	NAME	EMAIL	CITY	STATE	PHONE	AMOUNT	TRANSACTION DATE	METHOD	CONFIRMATION	ROUTING # / CC EXPIRATION	CUSTOM1
☐	☁	A	Debit	joe montana					5.00	10/28/2018 14:39:42	CCARD	99049615d4ca	0319	{Transaction Type:1
☐	☁	A	Debit	joe montana					4.00	10/28/2018 14:40:02	CCARD	a00c24d2dc95	0319	{Transaction Type:1
☐	☁	A	Debit	joe montana					4.00	10/28/2018 14:44:28	CCARD	f55611a8642f	0319	{Transaction Type:1
☐	☁	A	Debit	joe montana					5.00	10/28/2018 14:49:21	CCARD	fe17f00d7c16	0319	{Transaction Type:1
☐	☁	A	Debit	joe montana					5.00	10/28/2018 14:51:18	CCARD	5de036f1f9b6	0319	{Transaction Type:1
☐	☁	A	Debit	joe montana					4.00	10/28/2018 14:54:44	CCARD	bee279d4bb1f	0319	{Transaction Type:1
☐	☁	A	Debit	Joe Schmoe	dnorris@icgpay.c				20.00	10/28/2018 16:21:54	CCARD	72c682450d36	0622	1390B#20

You can expand the screen if you need more information.

iCheckGateway.com will attempt to match payments by name, invoice #, and/or account #. If one or more of those fields do not match, a message similar to one of the following will appear.

The invoice #E7D4A330F92F4D7 doesn't exist in QuickBooks
Do you want to import the payment anyway?

Yes   No

Empty Invoice/Credit Memo Number
Do you want to import the payment anyway?

Yes   No
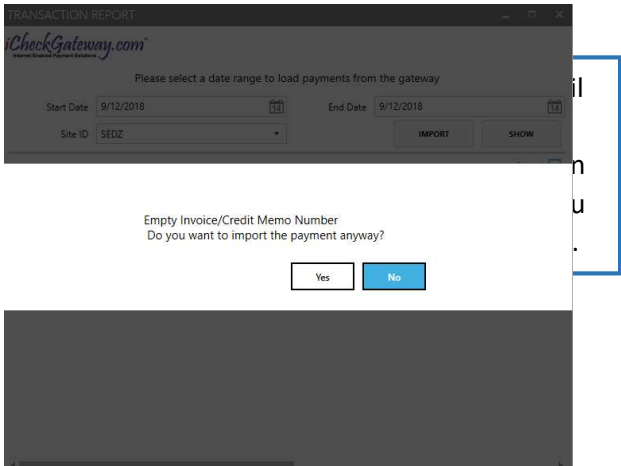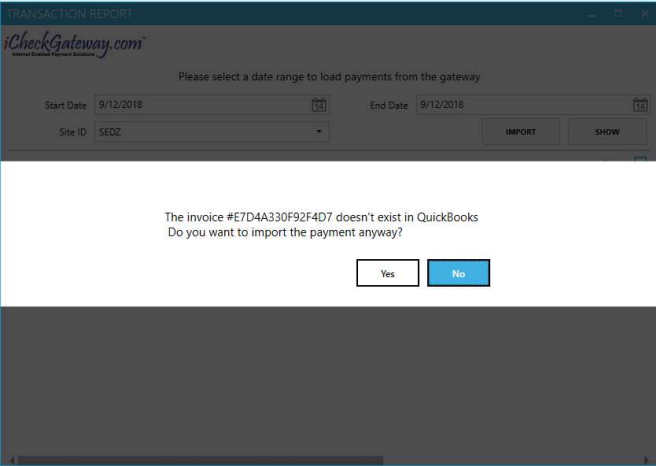
This payment had the wrong name on the invoice, but the correct invoice #.
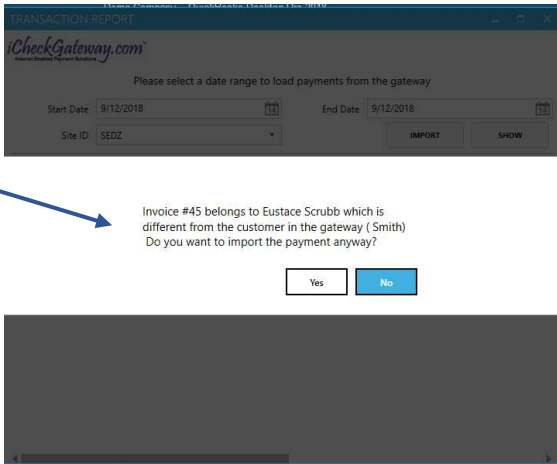
Invoice #45 belongs to Eustace Scrubb which is different from the customer in the gateway (Smith)
Do you want to import the payment anyway?

Yes   No

TRANSACTION REPORT

iCheckGateway.com™
Internet Enabled Payment Solutions

Please select a date range to load payments from the gateway

| Start Date | 10/28/2018 | | End Date | 10/28/2018 | |
| Site ID | SEDZ | | IMPORT | SHOW |

Search

	RESULT		STATUS	TYPE	NAME	EMAIL	CITY	STATE	PHONE
✖	FAILED	☁	N	Debit	Sara Roberts		somerset	KY	(606) 67
✔	DONE	☁	N	Debit	Jack O	dnorris@icgpay.c	Somewhere	KY	

When the payment is *successfully* imported into QuickBooks, you will see DONE with a green checkmark next to the payment. Click on DONE to see more details.

DONE

Payment Applied To Invoice #1391B and Payment #bb141d2ee6d3

OK
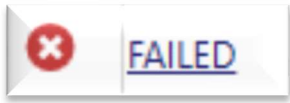
If the payment *fails* to be imported into QuickBooks, you will see FAILED with a red "x" next to the payment. Click on FAILED to see more details.

FAILED

Customer with name Sara Roberts not found

OK

If A Payment Fails to Import

To *manually upload* a payment that FAILED to be imported into QuickBooks, click the cloud icon.

Enter in the customer name and select the open invoice that you would like to apply the payment to.

The payment will be manually applied to the selected invoice and you will see DONE.

Sync Invoices

Invoices that are created in QuickBooks can be synced with the *iCheckGateway.com Online Terminal.* The benefit of syncing invoices with the Online Terminal is the ability to email invoices to customers and allow them to pay the invoice online. (Note: This requires the *Invoice Payment Portal* feature of the Online Terminal to be *activated*.)

Step 1 – Create Invoices in QuickBooks

> Notice that this customer has an email address associated with his account. This is necessary for invoices to be sent from iCheckGateway.com

Step 2 – Sync Invoices with iCheckGateway.com Online Terminal

In the **Company** menu, select **iCheckGateway.com**, and then select **Sync Invoices.**
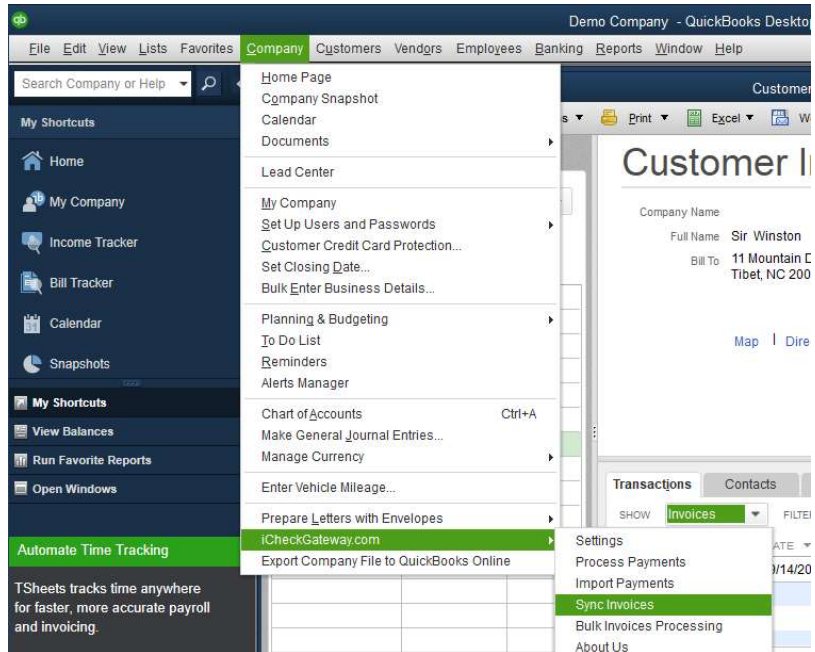
QuickBooks is considered to be the master program. Any changes to the invoices in QuickBooks will be updated in the Online Terminal whenever the invoices are synced.
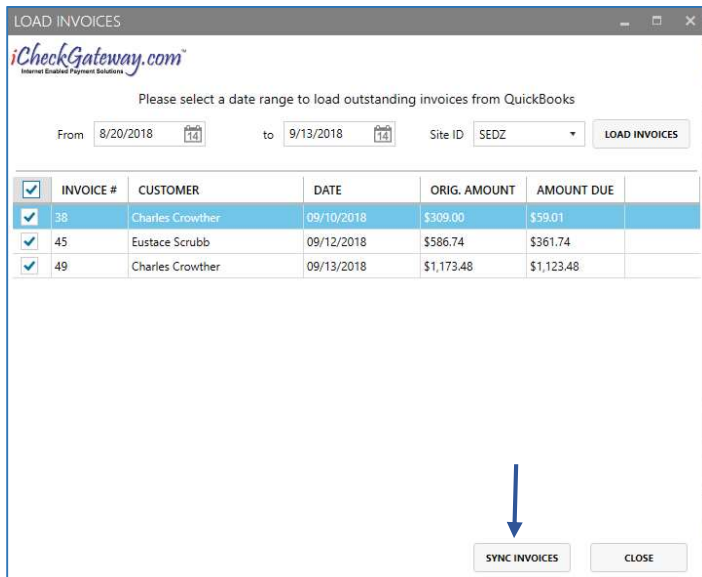
Choose your date range and select **Load Invoices.** Select the invoices that you wish to sync or click the box next to **Invoice** if you want to load all of the invoices.

Press **Sync Invoices.**

The selected invoices have been synced.
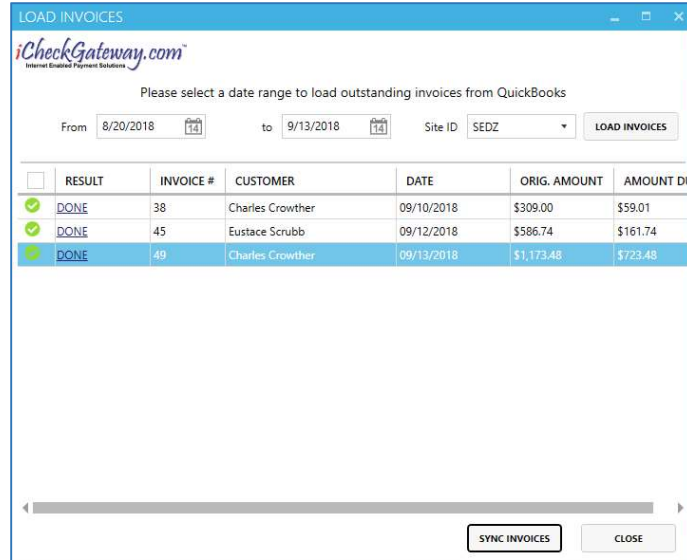
Step 3 – Log into iCheckGateway.com Online Terminal

If the *Invoice Payment Portal* feature of the Online Terminal has been *activated*, then invoices that have been imported from QuickBooks can be emailed to customers to allow them to pay online.

Invoices that have synced over successfully to the iCheckGateway online terminal can be viewed under the *Invoices* tab. An invoice without an associated email address will display with a red *Email* notice on the right.

The *Invoices Tab* allows you to manage customer invoices if an *Invoice Payment Portal* has been activated.

Even though this customer's invoice has synced to the online terminal, his invoice cannot be emailed with the others.

The *Send Invoices* option allows you to email the invoices to your customers. For more information concerning *Invoices* in the Online Terminal, click on the blue below the calendar.
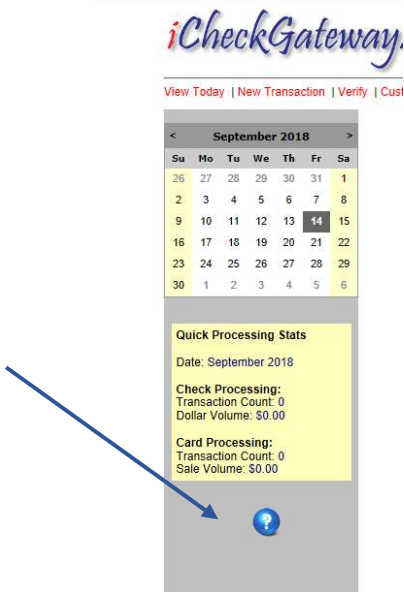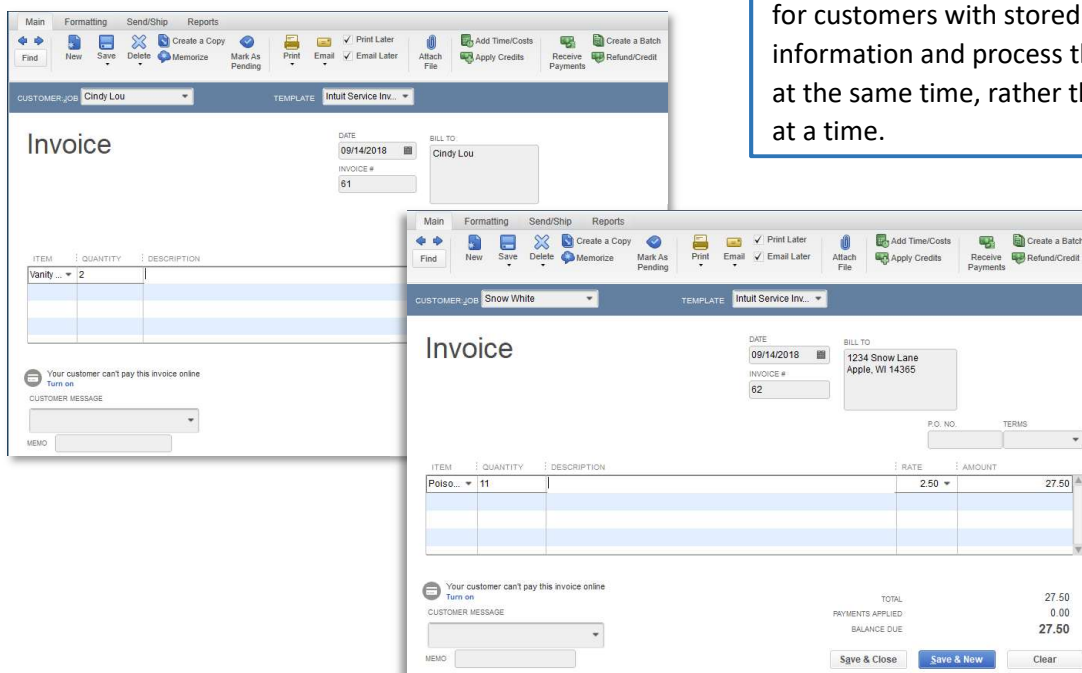
Bulk Invoices Processing

The *Bulk Invoices Processing* feature of the *iCheckGateway.com QuickBooks Plugin* allows the merchant to process invoices in bulk for any customers with stored payment information (payment information stored in the iCheckGateway Plugin). After the payments are processed in the Plugin, they can be immediately viewed in the iCheckGateway Online Terminal (under the *View Today* tab).

Step 1 – Create Invoices in QuickBooks

> You can create multiple invoices for customers with stored payment information and process them all at the same time, rather than one at a time.

Step 2 – Process a Bulk Payment

In the *Company* menu, select *iCheckGateway.com,* and then select *Bulk Invoices Processing.*

Select a date range and press *Show.* All open invoices for that date range will be listed. Any customers who cannot be processed in the iCheckGateway Plugin will show an *Ignored* status.

Clicking on the *Ignored* button will show the reason that the customer's invoice could not be processed in bulk.
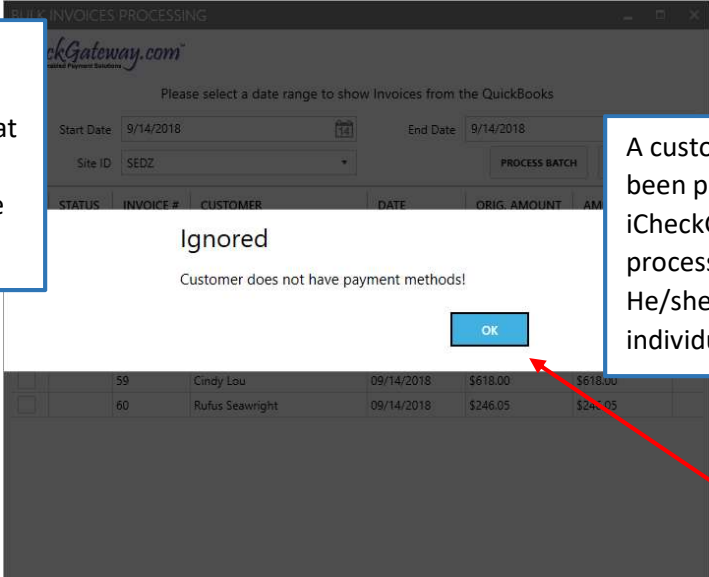
A customer who has not previously been processed through the iCheckGateway Plugin *cannot* be processed with the *Bulk batches*. He/she would have to be processed individually.

BULK INVOICES PROCESSING

iCheckGateway.com™

Please select a date range to show Invoices from the QuickBooks

Start Date 9/14/2018   End Date 9/14/2018

Site ID SEDZ   PROCESS BATCH

Ignored

Customer does not have payment methods!

OK

| | | 59 | Cindy Lou | 09/14/2018 | $618.00 | $618.00 |
| | | 60 | Rufus Seawright | 09/14/2018 | $246.05 | $246.05 |

Press *OK.*

BULK INVOICES PROCESSING

iCheckGateway.com™
Internet Enabled Payment Solutions

Please select a date range to show Invoices from the QuickBooks

Start Date 9/14/2018   End Date 9/14/2018

Site ID SEDZ   PROCESS BATCH   SHOW

✓	STATUS	INVOICE #	CUSTOMER	DATE	ORIG. AMOUNT	AMOUNT DUE
❌	Ignored	53	Sir Winston	09/14/2018	$98.00	$98.00
✓		54	Charles Crowther	09/14/2018	$618.00	$618.00
❌	Ignored	55	Sir Winston	09/14/2018	$62.65	$62.65
✓		56	Charles Crowther	09/14/2018	$586.74	$586.74
✓		57	Snow White	09/14/2018	$27.50	$27.50
❌	Ignored	58	Sir Winston	09/14/2018	$147.00	$147.00
✓		59	Cindy Lou	09/14/2018	$618.00	$618.00
✓		60	Rufus Seawright	09/14/2018	$246.05	$246.05

Select the invoices you wish to process, *or* select *all* by clicking the button next to **Status**. (The *Ignored* invoices will not be processed at this time.)

Press *Process Batch*.
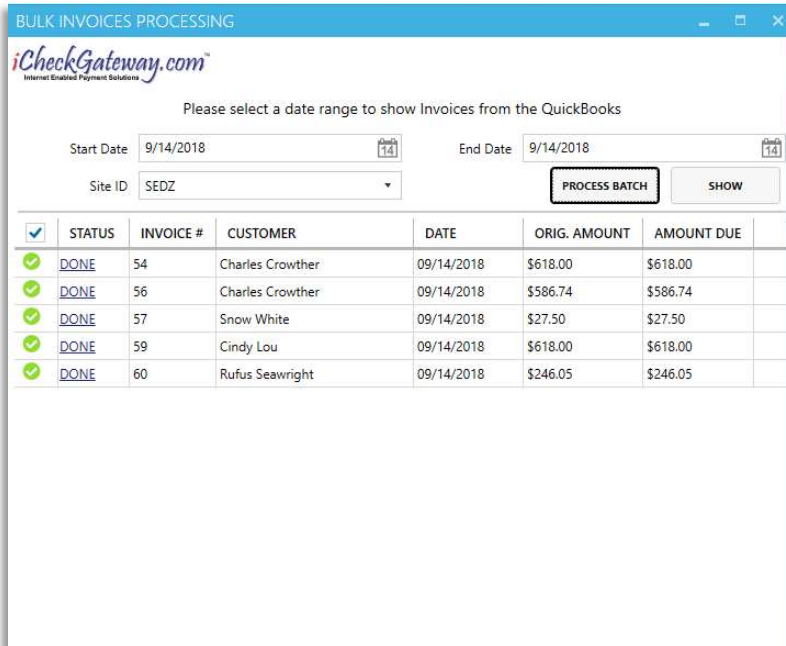
The new screen will show the invoices that have been successfully processed in the *iCheckGateway Plugin.*

If you press the *Show* button, a new screen will show any invoices which were unable to be processed from that batch.
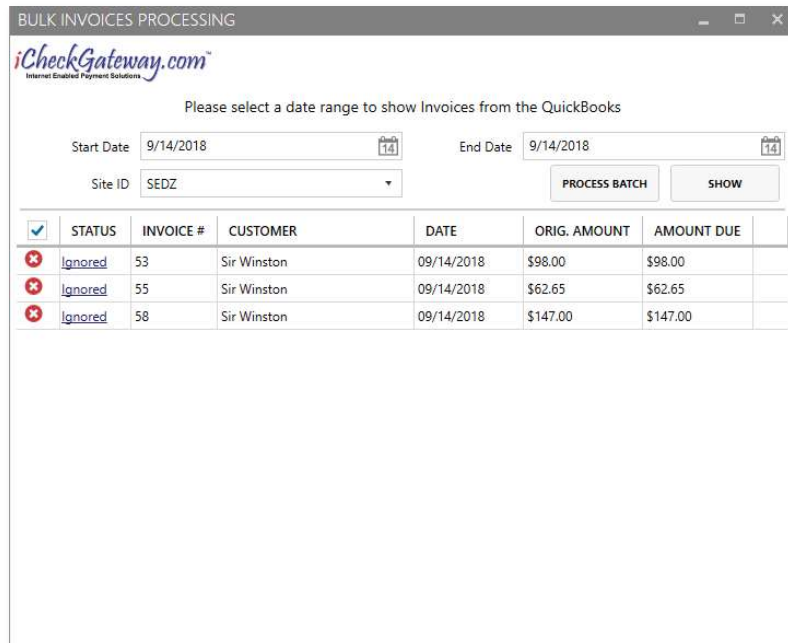
Step 3 – Log into the iCheckGateway Online Terminal

ACH transactions can be viewed on this page.

Invoices that have been processed in bulk can be viewed in the Online Terminal under the *View Today* tab.

iCheckGateway.com™

Online Terminal Console
Accessed By: icheckdemo
Time: 9/14/2018 3:03:16 PM
IP Address: 73.107.37.104
Site ID: SEDZ

View Today | New Transaction | Verify | Customers | Invoices | Recurring | POS | Upload | Billing | Search | Reports | Return Codes | Users | Support | Password | QBO | RDC | Logout

Transactions for 9/14/2018

SEDZ ⌄   View Check Transactions ⌄

Site ID	Settled	First Name	Last Name	Confirmation	Time	Amount		
SEDZ	N	Ted	Williams	d2732cd9a575	14:56:58	$100.00	Void	Details
SEDZ	N	Snow	White	d64c4d9730cd	14:53:22	$27.50	Void	Details
SEDZ	N	Ted	Williams	3716c3773e8b	14:38:48	$100.00	Void	Details

September 2018

| Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Quick Processing Stats

Date: September 2018

Check Processing:
Transaction Count: 0
Dollar Volume: $0.00

Card Processing:
Transaction Count: 0
Sale Volume: $0.00

Or view credit card transactions by clicking here:

iCheckGateway.com™

Online Terminal Console
Accessed By: icheckdemo
Time: 9/14/2018 3:08:59 PM
IP Address: 73.107.37.104
Site ID: SEDZ

View Today | New Transaction | Verify | Customers | Invoices | Recurring | POS | Upload | Billing | Search | Reports | Return Codes | Users | Support | Password | QBO | RDC | Logout

Transactions for 9/14/2018

SEDZ ⌄   View Credit Card Transactions ⌄

1 2 3

Site ID		First Name	Last Name	Confirmation	Time	Amount		
SEDZ		Isabella	Taylor	36ea01cd2db6	15:02:41	$50.00	Void	Details
SEDZ		noah	wilson	2764a7776bd0	15:02:04	$53.43	Void	Details
SEDZ	→	Rufus	Seawright	a6d2e14dd1df	14:53:26	→ $246.05	Void	Details
SEDZ	→	Cindy	Lou	2263633ca310	14:53:24	→ $618.00	Void	Details
SEDZ	→	Charles	Crowther	dcbcd2c11269	14:53:19	→ $586.74	Void	Details
SEDZ	→	Charles	Crowther	3475058f523c	14:53:17	→ $618.00	Void	Details

September 2018

Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

To view details about the transactions, click on *Details*.

Rufus Seawright,

This email confirms that you have authorized iCheckGateway.com to DEBIT your credit card in the amount of $246.05.

Your payment was received at 9/14/2018 2:53:26 PM Eastern Time. The payment date for this transaction is scheduled for 2018-09-14 and should be processed in 24 to 48 hours from the scheduled date.

Confirmation: a6d2e14dd1df
Auth Code:
Invoice Number: 60
Customer Number: 1200

If you have any questions about this transaction, please contact iCheckGateway.com.

Our office phone number is (888) 746-5741.

Powered By: iCheckGateway.com

All customers whose invoices have been processed will receive an email confirming the transaction.

Snow White,

This email confirms that you have authorized iCheckGateway.com to DEBIT your checking account in the amount of $27.50.

Your payment was received at 9/14/2018 2:53:22 PM Eastern Time. The payment date for this transaction is scheduled for 2018-09-14 and should be processed in 24 to 48 hours from the scheduled date.

Confirmation: d64c4d9730cd
Invoice Number: 57

If you have any questions about this transaction, please contact iCheckGateway.com.
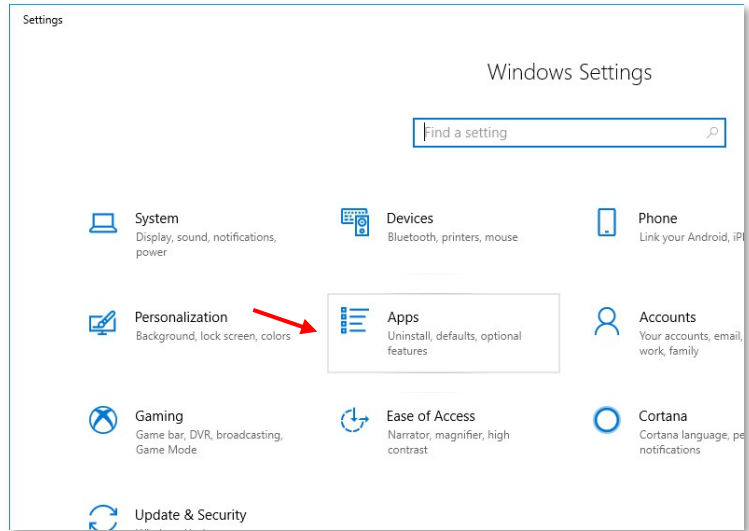
Our office phone number is (888) 746-5741.

Powered By: iCheckGateway.com

Uninstalling the QuickBooks Plug-in

To uninstall the QuickBooks Plug-in, select *Settings* from the *Control Panel* menu. Then select *Apps.*

In *Apps,* click on *iCheckGateway Quickbooks Plugin.* Select *Uninstall.*

You may have to confirm the *Uninstall* selection in a new window.

You will be asked to wait while Windows reconfigures the Plugin.

iCheckGateway Quickbooks Plugin

Please wait while Windows configures iCheckGateway Quickbooks Plugin

Gathering required information...

Cancel
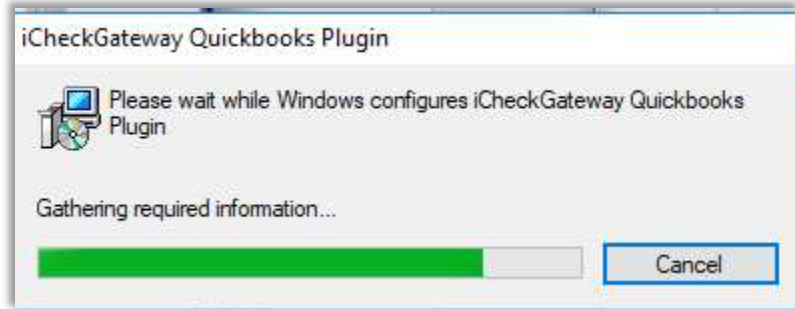
A box may appear which will ask if you want to grant permission to an unknown publisher. Click *Yes.*

iCheckGateway Quickbooks Plugin — □ ×

Confirm to Close QuickBooks
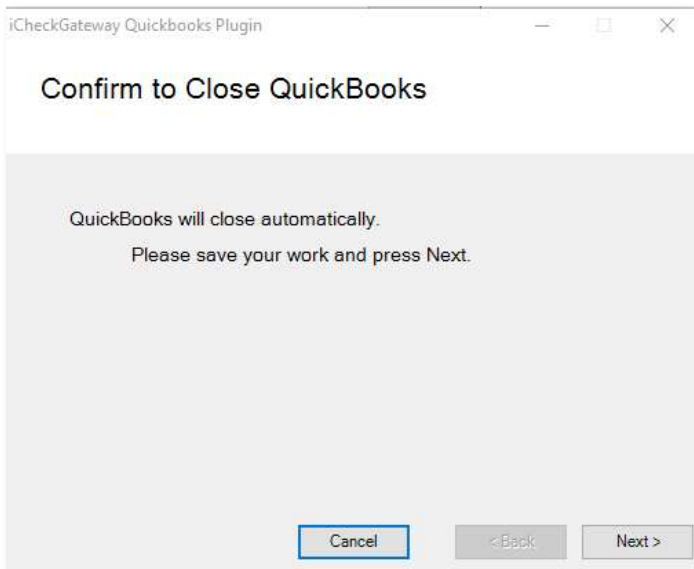
If QuickBooks is open, it will close automatically. Press *Next.*

QuickBooks will close automatically.

Please save your work and press Next.

Cancel   < Back   Next >

Once the plugin has been uninstalled from your computer, go to *Edit>Preferences* in QuickBooks and click on *Integrated Applications* and *Company Preferences* to remove iCheckGateway.com from the List of Applications.
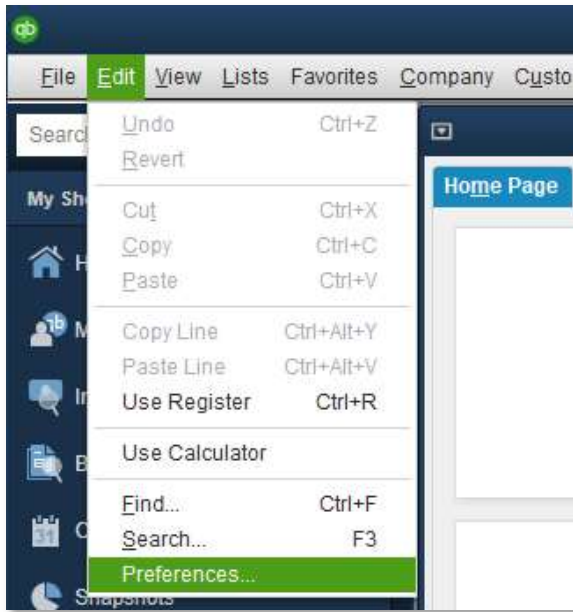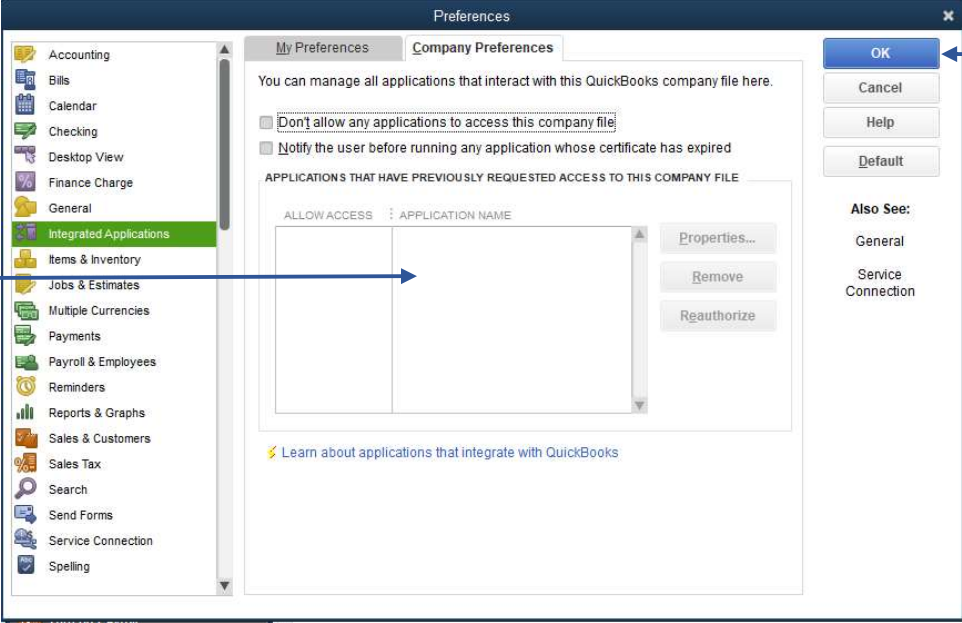

Choose *Company Preferences.*
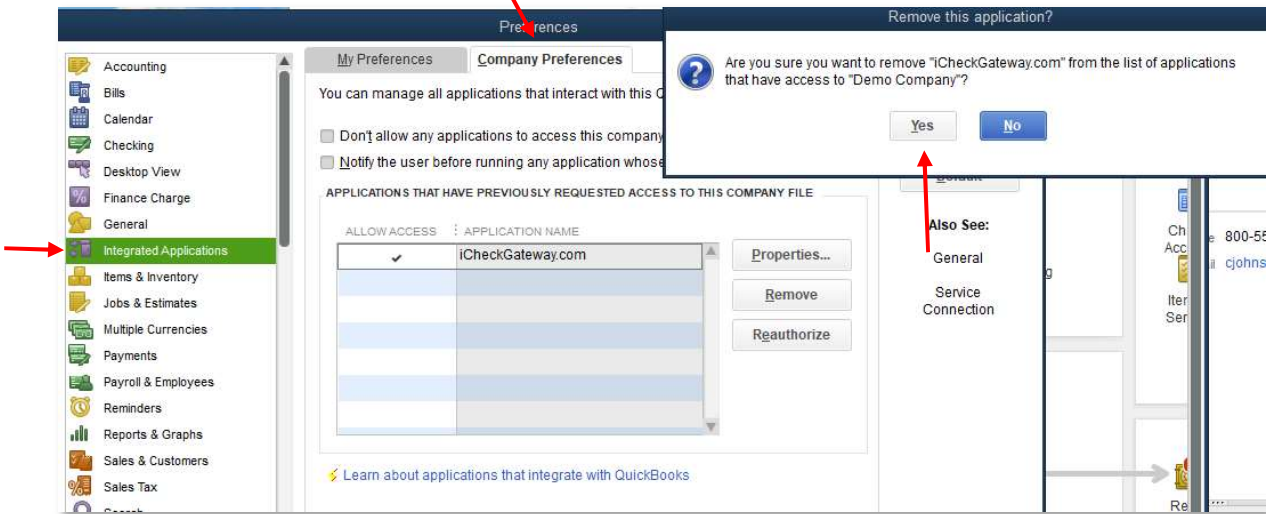
Click *Yes* to remove the Plug-in from your QuickBooks applications.

You should no longer see *iCheckGateway.com* listed in the application box. Press OK to finish uninstalling the Plugin.

The *iCheckGateway.com Plugin* should now be uninstalled.