Meals on Wheels of Arlington Virginia Electronic Client Payment Instructions

Welcome to the convenience and flexibility of making secure online payment to Meals on Wheels of Arlington Virginia (MOW) via our secure payment solution.

The transition to secure electronic payment is easy. No prior registration or User IDs/passwords is required.

Simply click here https://mealsonwheelsarlington.com/client-payments/

or navigate to the Client Payments page on MOW's website

https://mealsonwheelsarlington.com/ the next time payment is due. Once on the Clients page, you will be able to access the secure payment solution to make payment via credit card or electronic check. Rest assured that the secure payment solution is provided by an ecommerce vendor with all he required components to prevent fraud, unauthorized access, and other security threats.

Step 1: Access the Secure Payment Solution

Navigate to the Client Payments page on MOW's website.

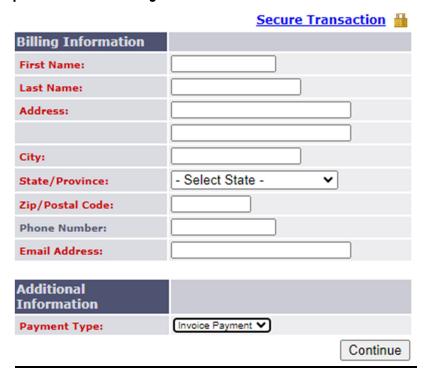


About Us. How To Get Meals Donate Volunteer Frequently Asked Questions
Inclement Weather Policy Client Payment Portal

Click on the Secure Payment Portal Button

Secure Payment Portal

Step 2: Fill Out the Billing Information Form



- Enter the First Name, Last Name, Address, and City of the credit card or bank account holder.
- Select the State/Province of the credit card or bank account holder.
- Select the Zip/Postal Code of the credit card or bank account holder.
- Enter the Phone Number of individual to be contacted in regards to the transaction.
- Enter the Email Address of the individual to which email confirmation will be sent.
- The default Payment Type Under Additional Information is "Donation". Since the
 is a client payment and not a donation, select Payment Type = Invoice Payment.

Step 3: Fill Out the Payment Information Form

Payment Information



Order Information	
Order Description:	Client Payments for Meal Deliveries
Order Amount:	Please enter a valid amount (ie. 10.00)



Note the Order Description is "Client Payments for Meal Deliveries"

- Enter the amount of the payment in Order Amount in dollars and cents without a dollar sign.

Step 4: Enter the Payment Method in the Payment Information Form

Payment Information

Billing Information
Esther Lehman 4327 18th St N Arlington VA 22207 P: E: elehman@capitolbizsolutions.com
L. eleminan@capitoibizsolutions.com
Edit Address Information

Order Information						
Order Description:		Client Paym	ents for N	1eal Deliv	/eries	
Order Amount:		(Edit Payment)1.00)1.00	
				Secure	e Transactio	<u>n</u> 🔒
	Payment N	1ethod				
	Credit Card:		0			
	Electronic C	heck:	0			
					Complete O	rder

• Select either Credit Card or Electronic Check.

Credit Card Payment Method:

Order Information

Payment Information

Billing Information	
Esther Lehman	
4327 18th St N Arlinaton VA 22207	
P:	
E: elehman@capitolbizsolutions.com	

Edit Address Information

Order Description:		Client Payments for Meal Deliveries				
Order Amount:).	Edit Payment)1	.00
			1	Secure T	ransaction	
	Payment M	lethod				
	Credit Card:					
	Electronic Check:		0			
	Credit Card	d				
	Credit Card Number:					
	Credit Card Expiration:					
	Card Securit	y Code:	(What is this	;?)		

- Enter the Credit Card Number of the credit card holder
- Enter the Credit Card Expiration date in the MM/YY format
- Enter the 3-character Credit Card Security Code
- Click on Complete Order button Complete Order to complete the payment

Complete Order

Electronic Check Payment Method:

Order Information

Payment Information

Billing Information
Esther Lehman
4327 18th St N
Arlington VA 22207
P:
E: elehman@capitolbizsolutions.com

Edit Address Information

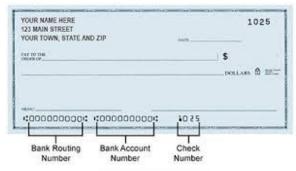
Order Description:		Client Payments for Meal Deliveries				
Order Amount:					(Edit Payment)1	.00
				Secure	Transaction	Ω
Pa	ayment M	lethod				
C	redit Card:		0			
El	lectronic Cl	heck:	•			
_						
El	lectronic (Check				
N	lame on Ba	nk Account:				
B	ank Accour	nt Number:				

Complete Order

Enter the Name on Bank Account of the bank account holder

Bank Routing Number:

- Enter the Bank Account Number from which the payment will be made
- Enter the Bank Routing Number of the bank from which payment will be made
 Reference the bank account holder's checks to find the Bank Account Number and the
 Routing Number



Click on Complete Order button
 Complete Order to complete the payment

Step 5: Print the Transaction Receipt and Return to the Client Payments Page on Mow's Website

Transaction Receipt

Be sure to print this transaction receipt for your records.

Click here for a printable version.

Make sure you click "CONTINUE" to finalize your order.

CONTINUE

Billing Information

Esther Lehman

4327 18th St N Arlington VA 22207

P:

E: elehman@capitolbizsolutions.com

Order Information	
Order Description:	Client Payments for Meal Deliveries
Order Amount:	1.00

Payment Information

Merchant: Meals on Wheels of

Arlington

Date: 09/04/2024 07:11:26

Trans. Card Sale

Type:

Amount: 1.00 Currency: USD

Trans. ID: 9899743608

Card Num.:

Processor Response Information

Transaction Approved

Response: Approved

AVS: Exact match, 5-character

numeric ZIP

CSC: CVV2/CVC2 Match

Auth. 07013G

Code:

CONTINUE

- Click on the Click here for a printable version to print your transaction receipt
- Click on the <u>CONTINUE</u> link to be returned to the Client Payments page on MOW's website
- You will also receive an email receipt from <u>treasurer@mealsonwheelsarlington.com</u> to the email address you provided in the Billing Information Form