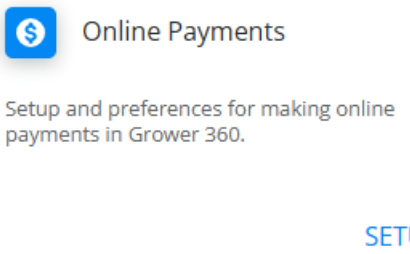
Grower360 Online Payments - Agvance SKY Admin

Last Modified on 10/14/2026 2:09 pm CDT

Online Payments can be set up for Grower360 by selecting **Setup** on the *Online Payments* card found at *Agvance SKY Admin / Grower360 / Finance and Reports*.



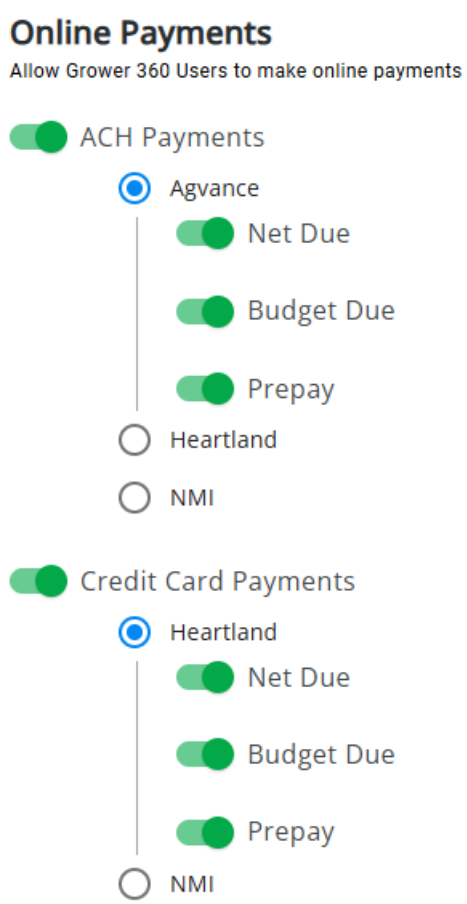
To see a video of Grower360 Setup in Agvance SKY Admin, see **here**.

Online Payments

Allow Grower360 Users to make online payments. Turning on *ACH Payments* gives options of processing those payments with *Agvance*, *Heartland*, or *NMI*. Once selected, indicate the types of payments that can be made (*Net Due*, *Budget Due*, and/or *Prepay*).

Turning on *Credit Card Payments* gives options of *Heartland* or *NMI*. Once selected, *Net Due*, *Budget Due*, and *Prepay* payment types can be turned on or off.

> NMI for Grower360 is not available for Recurring Payments at this time.



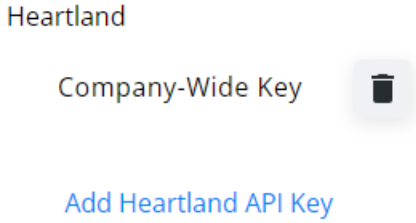
Payment Processor Authentication

NMI

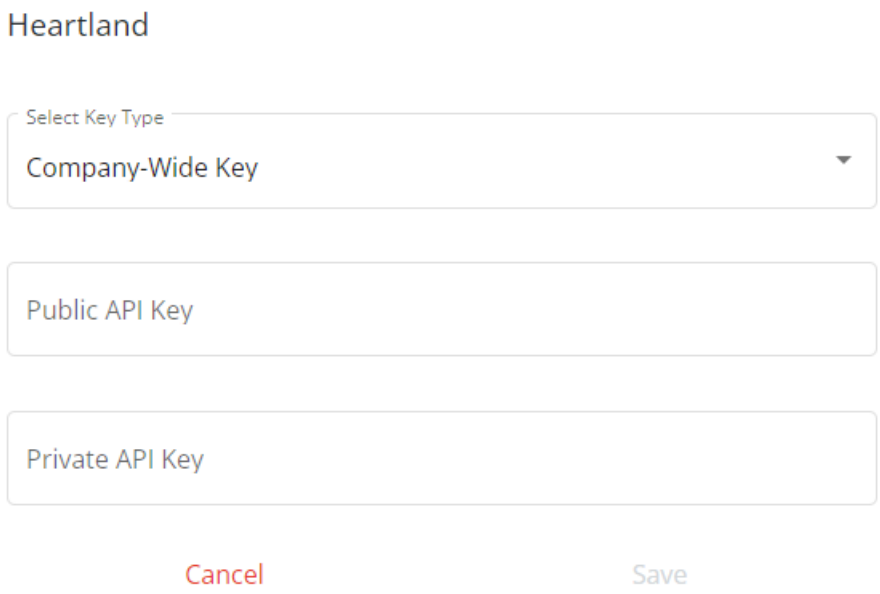
If using NMI, some setup is required in Agvance Windows. For more information, see **NMI Credentials**.

Heartland

1. Add the authentication key for the payment processor.



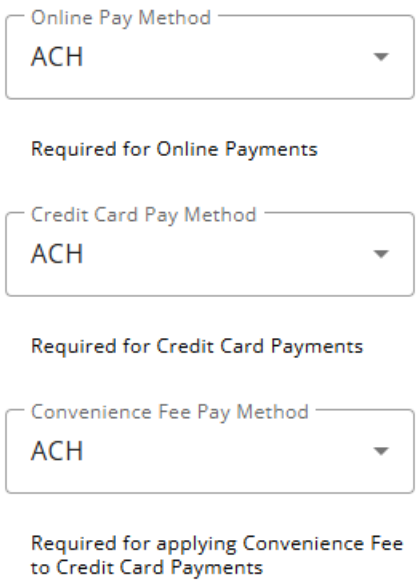
2. Select **Add Heartland API Key** to indicate the *Key Type* and to enter the *Public* and *Private API Keys*.



Note: Heartland API Keys are provided by Heartland. API Keys will not be visible after being entered for security purposes. If edits or changes to the key need to be made, delete the original key and select the **+** icon to re-enter the information.

Payments Setup

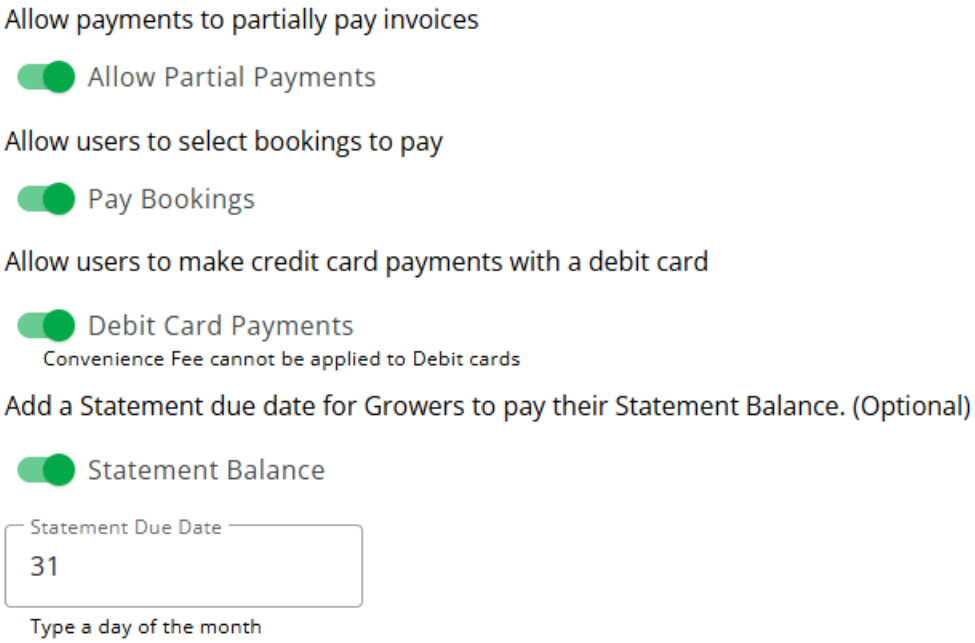
Set up how Payments in Grower360 will be posted.



- **Online Pay Method** – Select the Pay Method set up in Agvance Windows for ACH payments in the *Online Pay Method* drop-down.
- **Credit Card Pay Method** – For credit card payments through Heartland, select the Pay Method set up in

Agvance Windows from the *Credit Card Pay Method* drop-down.

- **Convenience Fee Pay Method** – Optionally select a Pay Method from the *Convenience Fee Pay Method* drop-down. This option is required for applying convenience fees to credit card payments.



- **Allow Partial Payments** – Optionally turn on the *Allow Partial Payments* option to allow payments to partially pay Invoices.
- **Pay Bookings** – If the *Pay Bookings* option is turned on, this will allow the ability to select Bookings to pay.
- **Debit Card Payments** – Indicate if Debit Card Payment should be allowed.
  Note: Convenience fees cannot be applied to debit card payments.
- **Statement Balance** – Optionally turn on the *Statement Balance* option and enter a day of the month in the *Statement Due Date* field to add a statement due date for Growers to pay their Statement Balance.

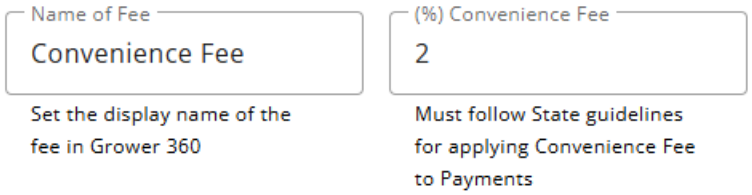
Transaction Limits and Fees

Optional Per Transaction Limit for Credit Card Payments in Grower360



Enter a *Transaction Limit* for credit card transactions in the *($) Transaction Limit* field. This is an optional setting that will stop single credit card transactions exceeding the specified limit. If not using transaction limits, enter *0*.

Optional Convenience Fee Percentage for Credit Card Transactions in Grower360



Enter a *Name of Fee* to display in Grower360, then enter a percentage for transactions in the *(%) Convenience Fee* field. This is an optional setting that will automatically apply the specified amount to all credit card transactions. The amount entered here must follow individual state guidelines for applying convenience fees and cannot exceed 4%. If not using convenience fees, enter *0*.

NMI for Grower360 is not available for Recurring Payments at this time.

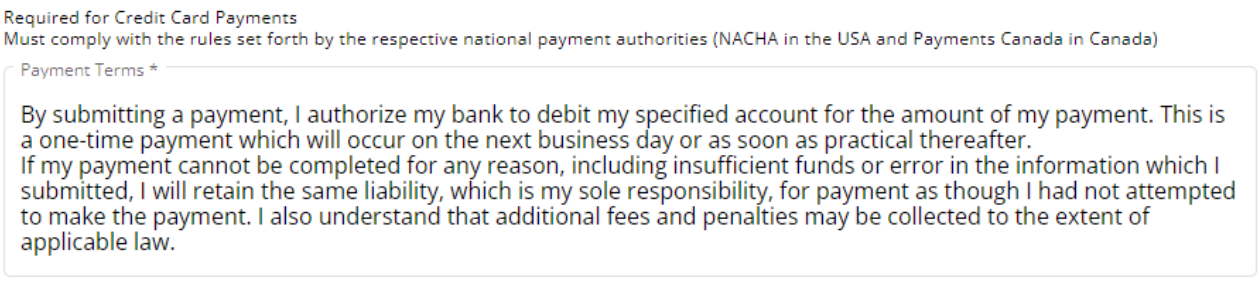
Terms

If accepting ACH payments through Grower360, that authorization language for the ACH should be included here to display to the customer from the *Payments* screen in Grower360. See the following as an example:

> *By submitting a payment, I authorize my bank to debit my specified account for the amount of my payment. This is a one-time payment which will occur on the next business day or as soon as practical thereafter.*
> *If my payment cannot be completed for any reason, including insufficient funds or error in the information which I submitted, I will retain the same liability, which is my sole responsibility, for payment as though I had not attempted to make the payment. I also understand that additional fees and penalties may be collected to the extent of applicable law.*

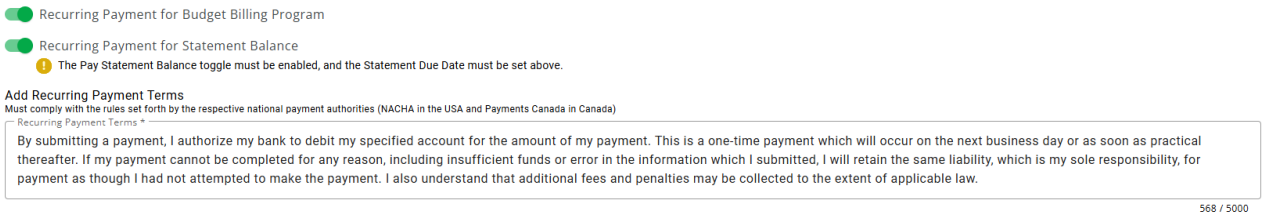
This exact language does not have be used, but similar terms must be spelled out for customers to access from Grower360.

Add Payment Terms



Enter payment terms verbiage in the *Add Payment Terms* field. This is required for credit card payments and will be visible to the customer during the credit card payment process.

Allow Growers to Set Up Monthly Recurring Payments



- **Recurring Payment for Budget Billing Program** – This option gives the Grower the ability to set up Recurring Payments for Budget Billing in Grower360.
- **Recurring Payment for Statement Balance** – This option gives the Grower the ability to set up Recurring Payments for their Statement Balance in Grower360.

  Note: The *Pay Statement Balance* option must be enabled, and the *Statement Due Date* must be set.

A **subscription** option is available in Agvance SKY to see when Recurring Payment plans have been set up and/or canceled.

A dashboard is available in Agvance SKY Analytics under *Admin* (**Grower Recurring Payment Plans dashboard**) that can be used to identify Customers who have set up Recurring Payments in Grower360.

Save New Settings

When all the necessary online payment options are selected, choose**Save New Settings** at the bottom of the page.

