

## Add a Payflow Payment Method to Customers

To assign a payment method from PayPal Payflow to a customer in Acumatica ERP, follow these steps:

1. To get started, go to the Acumatica left navigation pane and select the **Receivables** workspace, and click **Customer Payment Methods**.

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## Receivables Workspace

2. The Acumatica application directs you to the Customer Payment Methods screen.





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## Customer Payment Methods Screen

- 3. Click the (+) button.
- 4. Select a Customer ID.
  - a. The screen corresponding to the chosen customer will be displayed.







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Customer Payment Methods Screen for a Specific Customer

- b. Click the **Payment Method** tab.
- c. Click the Add Payment Method (+) button.
- d. Select a Payment Method.
- e. Choose a Payflow Payment Method.
- 5. Select the **Active** checkbox.
- 6. The **Proc. Center ID** data fields should auto-populate.
- 7. Click Save.

