

Voiding Payment in PayPal Payflow

The section above explains how to issue a full or partial payment refund. The application also enables you to void the payment transaction directly from the Sales Order screen. To void the payment transaction, follow the steps as illustrated.

Step 1: Click on the [Reference Number] of the Sales Order. A pop-up will appear on the screen.

POWER-POLE	Search	٩	හ			JL Marine Sy	ystems, Inc. •	4/12/20	24 🗸 💿	A Kensiu Test - JL	m Marine 🗸
Favorites	Sales Orders EC SO0000015	9 - QA QA				NO/ 10	TES ACTIVI	TIES FILES	CUSTOMIZATION	TOOLS .	incloses and
Data Views	← 🕄 🗎	v + 🛙 C) ~ K < >	> HOLD	FULFILLMENT OR	DER					Memos
Sales Orders	Order Type:	ER-DEFINED FIELDS	Q Customer Orde		* Customer	C00000126 - QA QA	0 /	Ordered Oty :	2.00	^	Customer Details
Time and Expenses	Order Nbr.: Status:	S000000159 Awaiting Payment	,O External Refer	1000362200	Location: Contact:	MCL438192 - MCL438192	20	Detail Total: Line Discounts:	2,399.96		
\$ Banking	* Date: * Requested On:	2/26/2024			 Project: Description: 	X - Non-Project Code.	20	Document Disc.	0.00		
Finance							tte.	Tax Total: Order Total:	0.00		Se
Payables	DETAILS TAXES	S COMMISSIONS	FINANCIAL SHIPPING	SPS EDI S	PS EDI DETAILS DISC	DUNTS SHIPMENTS PAYM	ENTS RELAT	NONS TOTAL	LS ADDRESSES		
A Descivables	0 + ×	CREATE PAYMENT C	REATE PREPAYMENT CAP	TURE VOID	CARD RAYMENT MPO	RT CARD PAYMENT Active		• ?	Not Released:	634.36	
Receivables	H 🖗 🗋 Doc. Type	* Reference N	br. Applied To Order	to Invoice	Balance Status	Payment Ref.	Metho	ent d	Released:	0.00	
Purchases	> 🖗 🗋 Prepayment	nt 000105	634.36	0.00	0.00 Balanced	B50K1C03D64B	PAYF	LOW	Total Paid: Total Transferr	634.36	
Inventory											
B Projects								1	Unpaid Balance: Unbilled Balance:	1,799.97 2,434.33	
							< <	> >			<
javascript:void 0 dyusing a t											

Click on the Reference Number





	+ (0	0 v	K	<	>	>	REL	EASE					
Type:	Prepaymen	nt v	C	ustome	r:	C000	00126	- QA QA		0	Payment A	Amount:	634.36 🕐	
Reference Nbr.:	000106	Q	L	ocation	c.	MCL4	38192	- MCL438	192		Applied to	Doc	0.00	
Status:	Balanced		P	ayment	Metho	d: PAYF	LOW -	Payflow F	Pro Payments		Applied to	Ord	634.36	
Application Date:	2/26/2024		P	roc. Ce	nter ID:	PAYF	LOWP	RO - Payfi	ow Pro Connector		Available	Bala	0.00	
Application Per	02-2024	Q									Write-Off	Amo	0.00	
Payment Ref .:	B50K1C03	D641	P	rocess	ing Sta	Capt	ured				Finance C	harg	0.00	
			C	ash Ac	count:	1010	3 - und	eposited f	unds (clearing) Dun		Deducted	Char	0.00	
			* [eposit /	After:	2/26/	2024							
				escript)	ion:									
DOCUMENTS TO	APPLY	SALES	ORDER	RS	APPLK	CATION H	ISTOR	Y FIN	ANCIAL APPR	OVALS	S CARD	PROCESSING	G CHARGES	
	LOAD	SALES DOCUME	ORDEF	AUT	APPLIC O APPL	Refere	HISTOR	Y FIN	ANCIAL APPR	OVALS	Cash Cash Discount Taken	Write-Off Amount	G CHARGES	Date
	LOAD anch	SALES DOCUME Do	ORDEF	AUT	APPLK O APPL	CATION F	HISTOR +	Y FIN	ANCIAL APPR		S CARD Cash Discount Taken	PROCESSING Write-Off Amount	G CHARGES	Date

Copy the Reference Number

Step 2: Navigate to PayPal Manager and open the transaction with the Payment Reference Number.





PayPal° №	lanager					ray	u.com	Documentat		Downloads	<u>s Su</u>	pport	208
Home Account Adminis	tration Service	Settings Sear	ch Transactions Report	5									
Search Transact	ions												
This page provides many opage.	options to search	for transactions.	The transaction(s) that ma	tches your se	arch crit	eria is d	isplayed on	the results					
Search Options													
	Search By:	Transaction ID	~										
1	Transaction ID:	B50K1C03D64	в										
k													
	Date Range:	Custom		~									
		From: 04 v	12 ~ 2024 ~	Time:	00 :	00 :	00						
		To: 04 ~	12 ~ 2024 ~	Time:	23 :	59 :	59						
	Time Zone:	U.S. Dacific				~							
		U.S. Pacific											
trz erring data from manager.pay	ansaction Mode: ypal.com	Test >											
erring data from manager.pay $ ightarrow$	palcom A https://	/manager.paypa everly Hills, CA 90 S	II.com/performSearchTrar - 0210	usaction.do					53			٢	ъ
erring data from manager.pay $ ightarrow$	pal.com A https:// Ba U: Email: qa	/manager.paypa everly Hills, CA 96 S atest@test.com	II.com/performSearchTrar	isaction.do					\$			۲	ŕ
Additional Information	A https:// Br Email: qa	/manager.paypa everly Hills, CA 90 S atest@test.com	l.com/performSearchTrar - 0210	isaction.do					53			۲	ŕ
Additional Information	A https:// Email: qe Dn IP Address:	/manager.paypa everly Hills, CA 96 S atest@test.com	Il.com/performSearchTrar 0210	isaction.do		Mer	chant: jima	arineTest	☆			۲	£
Additional Information Custome Clier	A https:// Ba Ba Con Email: qa on er IP Address: 8. Client Type: Z	/manager.paypa everly Hills, CA 90 S atest@test.com .36.41.30	l.com/performSearchTrar 0210	isaction.do		Mer	chant: jim User: maj	arine Test gento				٢	2
Additional Information Clier	A https:// Br Br C Email: qa on er IP Address: Aldress: 8. Client Type: Z Xlient Version: 4.	/manager.paypa everly Hills, CA 90 S atest@test.com 36.41.30 0.0.1	l.com/performSearchTrar - 0210	isaction.do		Mer	chant: jima User: maj	arine Test gento	☆			۲	2
Additional Information	Ansaction Mode: (pal.com)	/manager.paypa everly Hills, CA 90 S atest@test.com .36.41.30 0.0.1	I.com/performSearchTrar 0210	isaction.do		Mer	chant: jima User: maj	arineTest gento				۲	٢
Additional Information Custome Clier Custome	Ansaction Mode: (pal.com) Bi U: Email: qe on er IP Address: 8. Client Type: Z Client Type: Z Client Version: 4. saction State: 8 Duration: 0.	/manager.paypa everly Hills, CA 90 S atest@test.com .36.41.30 0.0.1 .00	l.com/performSearchTrar 0210	isaction.do		Mer	chant: jima User: maj	arine Test gento				٢	2
Additional Information Clier Cransaction History	Ansaction Mode: (pal.com) Bi U: Email: q: On er IP Address: 8. Client Type: Z Client Version: 4. saction State: 8 Duration: 0.	/manager.paypa everly Hills, CA 90 S atest@test.com 36.41.30 0.0.1 00	l.com/performSearchTrar 0210	isaction.do		Mer	chant: jim User: maj	arine Test gento	☆			٢	Ĺ
Additional Information Custome Clier C Transaction History Transaction ID	Ansaction Mode: ypal.com But Email: qa on er IP Address: 8. Client Type: Z Client Version: 4. saction State: 8 Duration: 0.	/manager.paypa everly Hills, CA 90 S atest@test.com 36.41.30 0.0.1 00	I.com/performSearchTrar 0210 Transaction Type	asaction.do	mount	Mer	chant: jima User: maj Result	arine Test gento Details				٢	٤
Additional Information Custome Clier C Transaction History Transaction ID B50K1C03D638	Ansaction Mode: (pal.com) Bu Email: qr on Email: qr on E	/manager.paypa everly Hills, CA 90 S atest@test.com 36.41.30 0.0.1 .00	I.com/performSearchTrar 0210 Transaction Type Authorization	isaction.do Ai	mount 00 USD	Mer	chant: jima User: maj Result 0	arine Test gento Details	슈			٢	2
Additional Information Custome Clier C Transaction History Transaction ID B50K1C03D638 B50K1C03D64B	Ansaction Mode: ypal.com Email: qr on er IP Address: 8. Client Type: Z Client Version: 4. isaction State: 8 Duration: 0. Timestamp Feb 26, 2024 07 Feb 26, 2024 07	Test ✓ /manager.paypa everly Hills, CA 96 S atest@test.com 36.41.30 0.0.1 00	Il.com/performSearchTrar 0210 Transaction Type Authorization Sale	saction.do	mount 00 USD 34.36 US	Mer	chant: jima User: maj Result 0 0	arine Test gento Details Details				٢	£
Additional Information Custome Clier C Transaction History Transaction ID B50K1C03D638 B50K1C03D64B	Ansaction Mode: ypal.com Bu Email: qa on er IP Address: nt IP Address: 8. Client Type: Z Client Version: 4. isaction State: 8 Duration: 0. Timestamp Feb 26, 2024 07 Feb 26, 2024 07	/manager.paypa everly Hills, CA 90 S atest@test.com 36.41.30 0.0.1 .00	I.com/performSearchTrar 0210 Transaction Type Authorization Sale	saction.do	mount 00 USD 34.36 US	Mer	chant: jim User: may Result 0	arineTest gento Details Details 	\$			٢	£

Transaction History Details in PayPal Manager

Step 3: Navigate to Acumatica and Release the Sales Order from [Payment & Application]. A toast message will appear on the top right-hand corner of the screen indicating the background process.





1 🖬 🖌					5 /	CINIE) Exect 00:00	uting. Press to	abort
	o + 🗉		> > R	SILEASE					CANCEL
Туре:	Prepayment ~	Customer:	C00000126 - QA Q	4	0	Payment	Amount:	634.36 🖒	
Reference Nbr.	000106 ,0	Location:	MCL438192 - MCL4	38192		Applied to	Doc	0.00	
Status:	Balanced	Payment Method:	PAYFLOW - Payflow	v Pro Payments		Applied to	o Ord	634.36	
Application Date	e: 2/26/2024 📋	Proc. Center ID:	PAYFLOWPRO - Pa	yflow Pro Connector		Available	Bala	0.00	
Application Per.	02-2024 ,0					Write-Off	Amo	0.00	
Payment Ref .:	B50K1C03D64I	Processing Sta	Captured			Finance (Charg	0.00	
		Cash Account:	10103 - undeposite	d funds (clearing) Durr		Deducted	Char	0.00	
DOCUMENTS T	C APPLY SAL	ES ORDERS APPLICA		FINANCIAL APPRO	OVALS	CARE	PROCESSING	CHARGES	
	ranch	Doc. Туре	Reference Nbr.	Amount Paid	Di	Cash scount Taken	Write-Off Amount	Write-Off Reason Code	Date

Releasing the Sales Order





epaymer	nt 00	00106 -	QAG	A						_	_				The com	operation pleted.	has	
	\$	+		Ø	~	K	<	>	ы	VOID) راس							_
Туре:		Prepayme	ent v		Cus	tomer:		C00000	126 - 0		0		0	Payment	Amount:	634.36	Ö	
Reference N	lbr.:	000106	Q		Loc	ation:		MCL438	8192 - 1	MCL438	192			Applied t	to Doc	0.00		
Status:		Open			Pay	ment Me	ethod:	PAYFLO	OW - Pa	ayflow F	Pro Paymen	ts		Applied t	to Ord	634.36		
Application D	Date:	4/12/2024			Prod	. Cente	r ID:	PAYFLO	OWPRO) - Payfi	ow Pro Cor	nector		Available	e Bala	0.00		
Application P	Per	04-2024	Q											Write-Of	f Amo	0.00		
Payment Ref	t:	B50K1C0	3D64I		Prod	essing	Sta	Capture	d					Finance	Charg	0.00		
					Cas	h Acco	unt:	10103 -	undep	osited f	unds (clear	ing) Durr		Deducte	d Char	0.00		
				1	* Dep	osit Aft	er:	2/26/20	24 É	3								
DOCUMENTS			CALE	0.000	* Dep Des	osit Aft	er:	2/26/20	24 6		ANCIAL	4.000	Q.	048	DODOCECCIN	0 0444	DOES	

Releasing process completed

Step 4: Click on the [VOID] button and save the [Payment] as illustrated below.





Prepayment 0	00106 - QA	QA			S A		operation has	×
2 8 0	+ 🗉	O - K	< > > 🔽			comp	neted.	
Туре:	Prepayment ~	Customer:	C00000126 - QA Q	4	0	Payment Amount:	634.36 🖒	
Reference Nbr.:	000106 🔎	Location:	MCL438192 - MCL4	38192		Applied to Doc	0.00	
Status:	Open	Payment Meth	od: PAYFLOW - Payflow	v Pro Payments		Applied to Ord	634.36	
* Application Date:	4/12/2024	Proc. Center I	D: PAYFLOWPRO - Pay	yflow Pro Connector		Available Bala	0.00	
* Application Per	04-2024	>				Write-Off Amo	0.00	
Payment Ref.:	B50K1C03D64	Processing St	a Captured			Einance Charg	0.00	
		Cash Account	t: 10103 - undeposite	d funds (clearing) Durr		Deducted Char	0.00	
DOCUMENTS TO	APPLY SAL	ESIORDERS APPL		INANCIAL APPRO	OVALS	CARD PROCESSING	G CHARGES	
	anch	Doc. Type	* Reference Nbr.	Amount Paid		Cash Write-Off	Write-Off Reason	Date
	anch	Doc. Type	* Reference Nbr.	Amount Paid	Dis	Cash Write-Off count Amount Taken	Write-Off Reason Code	Date
О + ×	anch	Doc. Type	•Reference Nbr.	Amount Paid	Dis	Cash Write-Off count Amount	Write-Off Reason Code	Date

Click on [VOID]

Step 5: Click on the ellipses [...] button to Void the Card Payment under [Card Processing]. A popup will appear on your screen as illustrated below.







Click Void Card Payment

Step 6: After saving the payment navigate to the PayPal portal. Against the transaction ID, a void transaction will be created and displayed.





0	O A http	os://manager. paypal.	com/performSearchTransacti	on.do		5	3	9	
		Beverly Hills, CA 902 US	210						
	Email	qatest@test.com							
Additional In	formation								
	Customer IP Address:			м	erchant: jima	arineTest			
	Client IP Address:	8.36.41.30			User: mag	gento			
	Client Type:	: Z							
	Client Version:	4.0.0.1							
	Client Version: Transaction State: Duration:	: 4.0.0.1 : 8 : 0.00							
Transaction	Client Version: Transaction State: Duration: History	: 4.0.0.1 : 8 : 0.00							
Transaction Transaction ID	Client Version: Transaction State: Duration: History Timestamp	: 4.0.0.1 : 8 : 0.00	Transaction Type	Amount	Result	Details	I		
Transaction Transaction ID B50K1C03D638	Client Version: Transaction State: Duration: distory Timestamp Feb 26, 202	: 4.0.0.1 : 8 : 0.00 4 07:37:47 PM	Transaction Type Authorization	Amount 0.00 USD	Result 0	Details Details	I		
Transaction Transaction ID B50K1C03D638 B50K1C03D648	Client Version: Transaction State: Duration: History Feb 26, 202 Feb 26, 202	: 4.0.0.1 : 8 : 0.00 4 07:37:47 PM 4 07:37:59 PM	Transaction Type Authorization Sale	Amount 0.00 USD 634.36 USD	Result 0 0	Details Details 			
Transaction Transaction ID B50K1C03D638 B50K1C03D648 B10KB3671B26	Client Version: Transaction State: Duration: History Feb 26, 202 Feb 26, 202 Apr 12, 202	 4.0.0.1 8 0.00 4.07:37:47 PM 4.07:37:59 PM 4.02:53:15 AM 	Transaction Type Authorization Sale Credit	Amount 0.00 USD 634.36 USD 634.36 USD	Result 0 0	Details Details Details			

Void Transaction in PayPal Transaction History

