

Start your integration

With your Lightspeed account



B2B Buy Now Pay Later
with **payment method** Biller

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Introduction

Thank you for choosing Biller as your buy-now-pay-later payment method for online businesses. Biller is designed to optimally serve both the business seller and buyer. With Biller, businesses buy now and pay later, with the convenience of consumer payment. As a customer, you benefit from a startup's innovation and speed, combined with a market leader's reliability and experience.

To offer convenience and speed to the B2B buyer and seller, Biller uses the power of Artificial Intelligence. Thanks to innovative technology, the necessary credit check is done in a matter of seconds. This technology increases the acceptance rate and does not exclude sole proprietors. Thus making buy now pay later available to a larger group of potential customers. Therefore, in addition to convenience, Biller also ensures more turnover and growth.



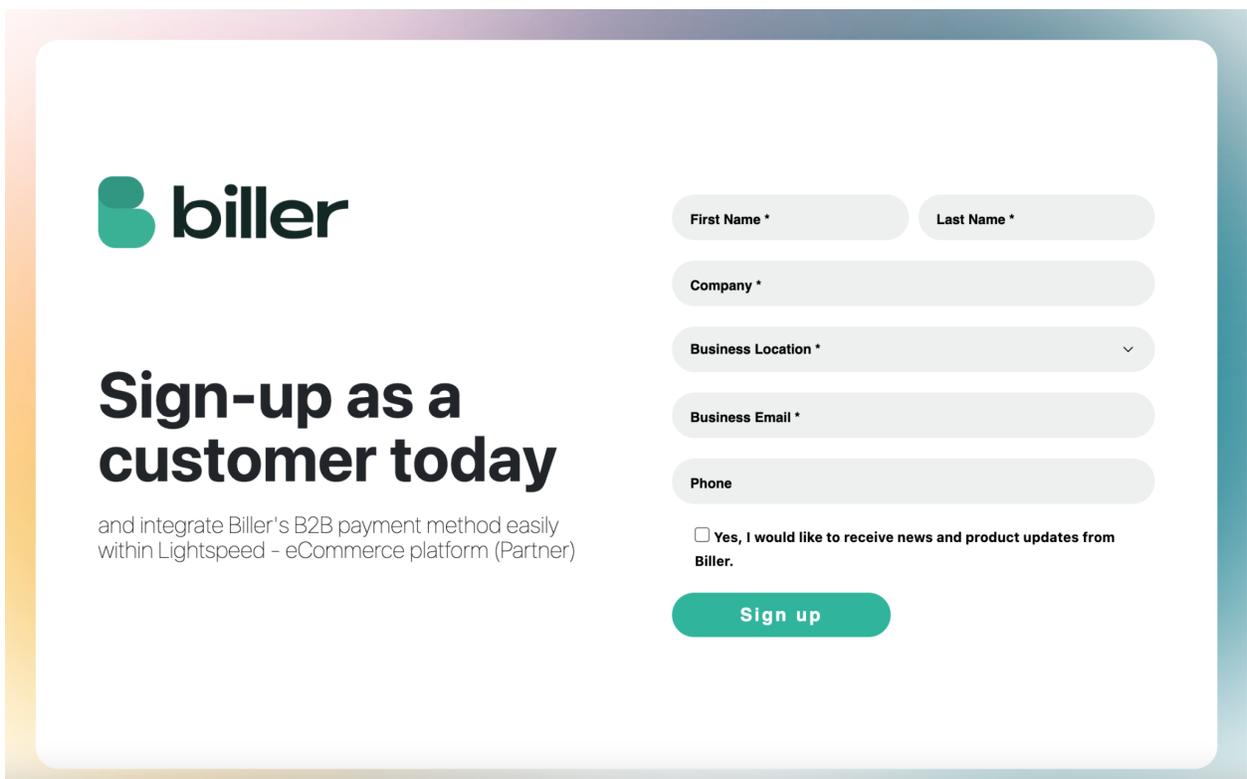
B2B Buy Now Pay Later
with **payment method** Biller

1. Get started

1.1. Create an account with Biller

Biller can be enabled directly from the Lightspeed admin panel. The Biller team will supply the credentials required to activate Biller. The following steps need to be followed to get started and enable Biller on your webshop.

1. In order for you to get started, you need to create an account with Biller first. To sign up and receive your Biller credentials, please use the following [link](#) and sign up for an account. Make sure you're authorized to sign on behalf of the company. If you have already signed a contract with Biller, please skip these steps and continue on the next page.



biller

Sign-up as a customer today

and integrate Biller's B2B payment method easily within Lightspeed - eCommerce platform (Partner)

First Name *

Last Name *

Company *

Business Location *

Business Email *

Phone

Yes, I would like to receive news and product updates from Biller.

Sign up

2. Once your application is approved and reviewed, you'll receive an email from one of our Business Development Managers with the request to submit our "Customer Due Diligence"* form. This form is a required step that allows Biller to confirm and verify your business details. Once this review is completed, you will receive the credentials via e-mail in a secure YoPass link. You're ready to continue to the next step: configuration!

*Biller conducts CDD on all Customers in order to: 1) know our Customer, including its beneficial owners and key controllers; 2) understand the purpose and nature of the business relationship, and 3) ensure adequate and continuous monitoring of the Customer's activity and transaction monitoring.



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1.2 Enable Biller in your Lightspeed backend

The payment method for your business customers is available to all Sellers on Lightspeed, once an account is created with Biller. Download our application in the Lightspeed Appstore.

1. After installing Biller, you will be redirected to the CMDC* webpage where you can share some more information about your webshop.
2. On this page, see the example below, you have to enter the previously received Biller credentials. Don't forget to click 'test' as the environment if you want to test the integration first with test credentials.

Biller

Webshop UID:

Username:

Password:

Environment:

Enable Biller in your webshop

Save

3. Click on 'save' and you're done!

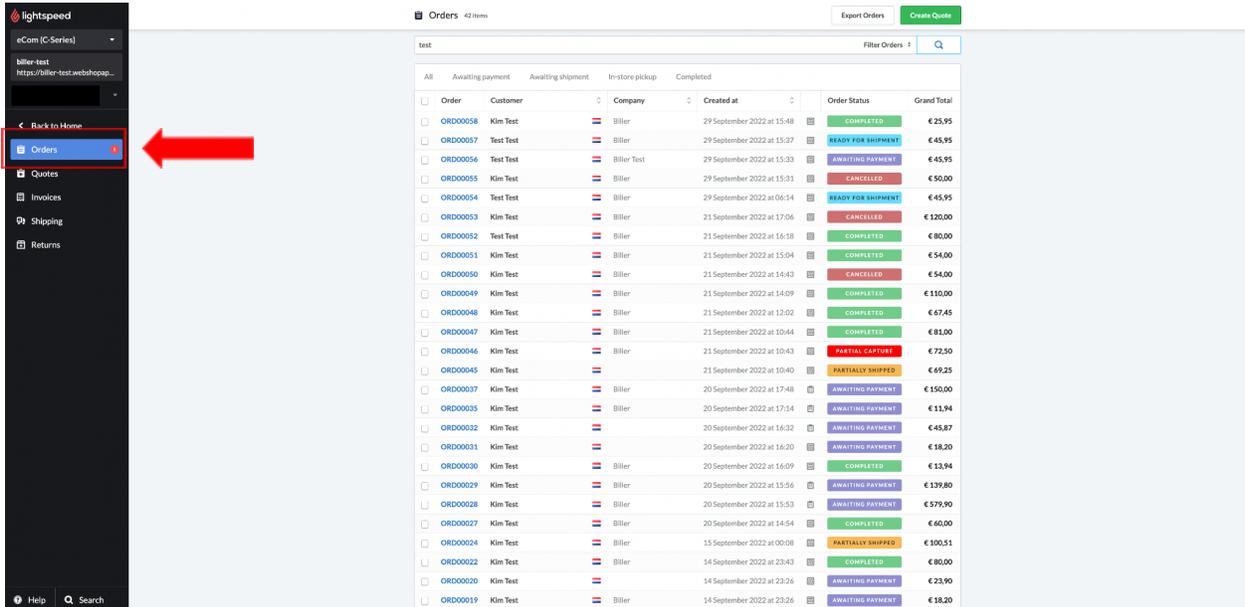
**Biller has partnered with CMDC to develop Biller's application on Lightspeed.*



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2. Order management

All orders purchased using Biller as the payment method can be managed via the Lightspeed backend Order Management functionality. Click on 'Orders' on the left-hand side to open up your Order dashboard.



Order	Customer	Company	Created at	Order Status	Grand Total
ORD00058	Kim Test	Biller	29 September 2022 at 15:48	COMPLETED	€ 25,95
ORD00057	Test Test	Biller	29 September 2022 at 15:37	READY FOR SHIPMENT	€ 45,95
ORD00056	Test Test	Biller Test	29 September 2022 at 15:33	AWAITING PAYMENT	€ 45,95
ORD00055	Kim Test	Biller	29 September 2022 at 15:31	CANCELLED	€ 50,00
ORD00054	Test Test	Biller	29 September 2022 at 06:14	READY FOR SHIPMENT	€ 45,95
ORD00053	Kim Test	Biller	21 September 2022 at 17:06	CANCELLED	€ 120,00
ORD00052	Test Test	Biller	21 September 2022 at 16:18	COMPLETED	€ 80,00
ORD00051	Kim Test	Biller	21 September 2022 at 15:04	COMPLETED	€ 54,00
ORD00050	Kim Test	Biller	21 September 2022 at 14:43	CANCELLED	€ 54,00
ORD00049	Kim Test	Biller	21 September 2022 at 14:09	COMPLETED	€ 110,00
ORD00048	Kim Test	Biller	21 September 2022 at 12:02	COMPLETED	€ 67,45
ORD00047	Kim Test	Biller	21 September 2022 at 10:44	COMPLETED	€ 81,00
ORD00046	Kim Test	Biller	21 September 2022 at 10:43	PARTIAL CAPTURE	€ 72,50
ORD00045	Kim Test	Biller	21 September 2022 at 10:40	PARTIALLY SHIPPED	€ 69,25
ORD00037	Kim Test	Biller	20 September 2022 at 17:48	AWAITING PAYMENT	€ 150,00
ORD00035	Kim Test	Biller	20 September 2022 at 17:14	AWAITING PAYMENT	€ 11,94
ORD00032	Kim Test	Biller	20 September 2022 at 16:32	AWAITING PAYMENT	€ 45,87
ORD00031	Kim Test	Biller	20 September 2022 at 16:20	AWAITING PAYMENT	€ 18,20
ORD00030	Kim Test	Biller	20 September 2022 at 16:09	COMPLETED	€ 13,94
ORD00029	Kim Test	Biller	20 September 2022 at 15:56	AWAITING PAYMENT	€ 139,80
ORD00028	Kim Test	Biller	20 September 2022 at 15:53	AWAITING PAYMENT	€ 579,90
ORD00027	Kim Test	Biller	20 September 2022 at 14:54	COMPLETED	€ 60,00
ORD00024	Kim Test	Biller	15 September 2022 at 00:08	PARTIALLY SHIPPED	€ 100,51
ORD00022	Kim Test	Biller	14 September 2022 at 23:43	COMPLETED	€ 80,00
ORD00020	Kim Test	Biller	14 September 2022 at 23:26	AWAITING PAYMENT	€ 23,90
ORD00019	Kim Test	Biller	14 September 2022 at 23:26	AWAITING PAYMENT	€ 18,20

Find the different Order Management actions below. Important: it is not possible to perform your order management actions in Biller's Seller Portal. However, the actions from the Lightspeed Order Management are visible in Biller's Seller Portal.



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2.1 Capture

The 'Capture' signifies to Biller that the order has been shipped and this in turn activates the dunning flow to the buyer by the means of sending the payment request. This action will trigger the payment to the Seller from Biller, on the agreed settlement period which can be found in your signed agreement with Biller.

In the dashboard, click on one of the orders in order for you to continue. If the order is shipped (and ready to be captured), select **"Mark as Shipped"**.

Orders > ORD00057 Back to Orders More

STATUS READY FOR SHIPMENT	CREATED AT 29 September 2022 at 15:37	ORDER NUMBER ORD00057	GRAND TOTAL € 45,95
-------------------------------------	---	---------------------------------	-------------------------------

Payment

Billert - Zakelijke factuur - Biller € 0,00

Invoice #INV00064
Debit € 45,95

Print Invoices **Nederlands:**

Add a credit invoice Mark as not paid

Shipment

Standaard verzending € 5,95

#SHIP00062
1 item

Mark as Shipped

Test Test 
Guest - #166655427

one step checkout

+31 612345678

support@biller.ai

Billing address and shipping address
Billert
Test Test
Haarlemmerweg 331
1051 LH Amsterdam
Netherlands, The
[View in Google Maps](#)

Edit Address

Notify customer Edit Customer

Payment notification sent (automatic)
29 SEPTEMBER 2022 AT 15:41

Invoice Paid (automatic)
29 SEPTEMBER 2022 AT 15:41

Order Paid (automatic)
29 SEPTEMBER 2022 AT 15:41

Order Paid (automatic)
29 SEPTEMBER 2022 AT 15:41

Cancel Order

Products Create Return

Product name	Amount	Price
 Lamp	1 x € 40,00	€ 40,00

View Details

GRAND TOTAL € 45,95

Notes Save Note

Start typing here to add a note...



Immediately after, the status of the order will automatically display as **'completed'**.

Orders > ORD00057 Back to Orders More

Order has been shipped

STATUS
COMPLETED

CREATED AT
29 September 2022 at 15:37

ORDER NUMBER
ORD00057

GRAND TOTAL
€ 45,95

Payment

Billert - Zakelijke factuur - Biller € 0,00

Debit Invoice #INV00064 € 45,95

Print Invoices Nederlands

Add a credit invoice Mark as not paid

Shipment

Standaard verzending € 5,95

#SHIP00062 1 item

Mark as not shipped

Test Test 

Guest - #166655427

one step checkout

+31 612345678

support@biller.ai

Billing address and shipping address

Billert
Test Test
Haarlemmerweg 331
1051 LH Amsterdam
Netherlands, The
[View in Google Maps](#)

Notify customer Edit Customer

Products Create Return

Product name	Amount	Price
 Lamp	1 x € 40,00	€ 40,00

View Details

GRAND TOTAL € 45,95

Notes Save Note

Start typing here to add a note...

Shipment Shipped (manual)
29 SEPTEMBER 2022 AT 16:06 BY INGE VAN DEN BRAKEL

Payment notification sent (automatic)
29 SEPTEMBER 2022 AT 15:41

Invoice Paid (automatic)
29 SEPTEMBER 2022 AT 15:41

Order Paid (automatic)
29 SEPTEMBER 2022 AT 15:41

Cancel Order



2.1.1. Partial Capture

It is also possible to perform a partial capture when, for example, some of the purchased products are not ready for shipment yet. In this case, you must first cancel the full shipment.

Click on the #SHIPXXXX link.

Shipment

 **Standaard verzending** **€ 0,00**

#SHIP00017 
4 items

Create Shipment

Select the status 'cancelled' and click on 'save'.

Shipment SHIP00017 NOT SHIPPED Print shipment Close Save

Title	Quantity
 Teddy bear Colour: Brown, Material: Cotton	4x

Tracking Number

State **Cancelled** ⋮

Notify the customer



You can create a new shipment and indicate how many items have to be sent. Click on 'create shipment'. Select the number of items you can ship, change the status to 'shipped' and confirm by clicking on 'Add'.

Create a shipment Cancel Add

Title	Amount	Quantity
 Teddy bear Colour: Brown, Material: Cotton	4x € 20,00	<input type="text" value="2"/>

Tracking Number

State Shipped ▾

Notify the customer



2.2 Refund

If needed, you can refund an order that was shipped to your customer. In order to do so, you will need to navigate to the order in question and click on 'add credit invoice'.

STATUS
COMPLETED

CREATED AT
29 September 2022 at 06:14

ORDER NUMBER
ORD00054

GRAND TOTAL
€ 45,95

Payment

Billert - Zakelijke factuur - Biller € 0,00

Debit Invoice #INV00060 € 45,95

Print Invoices Nederlands

Add a credit invoice Mark as not paid

Shipment

Standaard verzending € 5,95

#SHIP00059 1 item

Mark as not shipped

Products Create Return

Product name	Amount	Price
 T-shirt Grootte: S	1 x	€ 50,00
		€ 40,00

View Details

GRAND TOTAL € 45,95

Notes Save Note

Start typing here to add a note...

Kim Test 
Guest · #165748732

one step checkout

+31 612345678

@biller.ai

Billing address and shipping address
Biller
Test Test
Diemerikade 1 A
1111 AA Diemen
Netherlands, The
[View in Google Maps](#)

Notify customer Edit Customer

Shipment notification sent (automatic)
6 OCTOBER 2022 AT 15:49

Shipment Shipped (manual)
6 OCTOBER 2022 AT 15:44 BY INGE VAN DEN BRAKEL

Payment notification sent (automatic)
29 SEPTEMBER 2022 AT 06:16

Invoice Paid (automatic)
29 SEPTEMBER 2022 AT 06:15

Cancel Order



Here, you'll find the opportunity to credit the order based on the number of products, shipping fee, or a custom amount. Make sure to change the status from "Not paid" to "Paid".

Create a credit invoice

Cancel

Add

Title	Amount	Total	Quantity
T-shirt Grootte: S	21% 1x € 50,00 -€ 10,00	€ 40,00	0
Shipping costs Standaard verzending		€ 5,95	€ 0
Add a custom credit			

Update stock

Enable to return items to stock



Status

Change the invoice status.

Not paid

Notify customer

Send an automated email to the customer.



The 'Create Return' button next to the 'Products' field provides the option to change your stock, without refunding the product to the customer.

STATUS
COMPLETED

CREATED AT
29 September 2022 at 06:14

ORDER NUMBER
ORD00054

GRAND TOTAL
€ 45,95

Payment

Billert - Zakelijke factuur - Biller € 0,00

Debit Invoice #INV00060 € 45,95

Print Invoices Nederlands

Add a credit invoice Mark as not paid

Shipment

Standaard verzending € 5,95

#SHIP00059 1 item

Mark as not shipped

Kim Test 

Guest · #165748732

one step checkout

+31 612345678

@biller.ai

Billing address and shipping address
Biller
Test Test
Diemerkade 1 A
1111 AA Diemen
Netherlands, The
[View in Google Maps](#)

Notify customer Edit Customer

Products Create Return

Product name	Amount	Price
 T-shirt Grootte: S	1 x € 50,00	€ 40,00

View Details

GRAND TOTAL € 45,95

Notes Save Note

Start typing here to add a note...

Shipment notification sent (automatic)
6 OCTOBER 2022 AT 15:49

Shipment Shipped (manual)
6 OCTOBER 2022 AT 15:44 BY INGE VAN DEN BRAKEL

Payment notification sent (automatic)
29 SEPTEMBER 2022 AT 06:16

Invoice Paid (automatic)
29 SEPTEMBER 2022 AT 06:15

Cancel Order



Once clicked, the following page will appear on the right-hand side.

Create Return

Cancel

Add

Title	Amount	Total	Quantity to return
 Lamp	1x € 40,00	€ 40,00	0

Status

New

Return reason:

Choose an existing or type a new reason

Return action:

Choose an existing or type a new action

Update stock

Enable to return items to stock



Notify customer

Inform the customer about their return



Customer comment

for example, some comment...

Staff note

for example, some note...



2.3 Cancellation

If a cancellation is required, you can simply click on the button 'Cancel Order' on the right-hand side of the relevant order. This can only be done before the capture takes place.

Orders > ORD00057 Back to Orders More

Order has been shipped

STATUS COMPLETED	CREATED AT 29 September 2022 at 15:37	ORDER NUMBER ORD00057	GRAND TOTAL € 45,95
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Payment

Billers - Zakelijke factuur - Biller € 0,00

Debit Invoice #INV00064 € 45,95

Print Invoices Nederlands

Add a credit invoice Mark as not paid

Shipment

Standaard verzending € 5,95

#SHIP00062
1 item

Mark as not shipped

Test Test

Guest - #166655427

one step checkout

+31 612345678

support@biller.ai

Billing address and shipping address
Biller
Test Test
Haarlemmerweg 331
1051 LH Amsterdam
Netherlands, The
View in Google Maps

Notify customer Edit Customer

Products

Product name	Amount	Price
Lamp	1 x € 40,00	€ 40,00

View Details

GRAND TOTAL € 45,95

Create Return

Notes

Start typing here to add a note...

Save Note

Cancel Order



The following screen will appear which allows you to notify the customer about the cancellation or not. Afterward, the Order status will be displayed as 'Cancelled' and **cannot be reversed**. If this was not supposed to happen, the only option available is to create a new order.

Orders > ORD00057

STATUS: COMPLETED

ORDER NUMBER: ORD00057

GRAND TOTAL: € 45,95

Payment: Biller - Zakelijke factuur € 5,95

Debit Invoice #INV00064 € 45,95

Products:

Product name	Amount	Price
Lamp	1 x € 40,00	€ 40,00

GRAND TOTAL: € 45,95

Returns:

Return	Amount	Date added	Status
#5816348	€ 40,00	29 September 2022 at 16:11	NEW

Notes: Start typing here to add a note...

Timeline:

- Rma Created (manual) 29 SEPTEMBER 2022 AT 16:11 BY INGE VAN DEN BRAKEL
- Shipment Shipped (manual) 29 SEPTEMBER 2022 AT 16:06 BY INGE VAN DEN BRAKEL
- Payment notification sent (automatic) 29 SEPTEMBER 2022 AT 15:41
- Invoice Paid (automatic) 29 SEPTEMBER 2022 AT 15:41

Cancel Order



3. Extra information

3.1 Direct payments from Buyers to you, the Seller

If a buyer accidentally pays you directly (webshop/Seller) you can either refund the payment or contact support@biller.ai. It's important to take action upon these direct payments as the buyer will continue receiving reminders from Biller (including reminder fees) if Biller is not informed about the direct payment.

3.2 Adjust your invoices

Would you like to avoid the above problem? Inform your customer that the payment will be made via Biller by adding an "Invoice footer" text. Go to [YOUR DOMAIN].webshopapp.com/admin/notifications/1 to add this text. You can also go to Settings > E-mail notifications > Invoice Footer via the Lightspeed backend.

3.3 Biller promotion in your webshop

We have different resources available to promote Biller on your webshop to your buyers. Have a look at our Help Center [right here](#), where you can find more information about our FAQ, banners, logo and more!

3.4 Suspicion of fraudulent behavior

Biller performs extensive company reviews when the buyers pass the checkout flow. In some cases, additional reviews take place for high-risk customers which can result in Biller sending you a stop request to cancel the shipping of an order. It's important to take action immediately once an email as such is received. Read more about disputes and fraud in [our Help center](#).

3.5 Biller's support team

If you need assistance with your integration, or if you have any other questions about Biller after checking out [our Help Center](#), please do not hesitate to contact our support team for further assistance: support@biller.ai or give us a call at 085 401 1797.

3.6 Biller logo in the footer of your Lightspeed Webshop

Are you using a standard theme in your Lightspeed shop? Click on Theme > Advanced > Edit Code > "snippets/footer.rain". Copy and paste the code below, underneath the part "`{% for payment in shop.payments %}`" and below "`{% endfor %}`". Important: if you're not experienced in html/css adjustments, make sure to request your developer or agency to complete this.

```
<a href="{{ 'service/payment-methods' | url }}" title="{{ payment.title }}" class="payment-methods__item">  
<img src="https://cdn.webshopapp.com/shops/341968/files/416841130/biller-log
```



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