

# INVOICE AND GET PAID ONLINE WITH Send an Invoice

## With the Send an Invoice feature, it's a breeze to...

Create & send invoices electronically -  
no waiting on snail mail

Get paid directly into your bank  
account in two business days -  
no need to transfer your money  
from a third-party app

Let people easily pay you online  
with credit card, debit card, or e  
lectronic bank transfers

Always know exactly who's  
paid and who's due

Set up recurring invoices so you can  
automate your invoicing process

Automatically add late fees for  
past due invoices so you don't  
have to track down customers

Create estimates you can  
easily convert to an invoice

Customize a professional-looking  
invoice with your business  
logo and colors



## Who wants to easily get paid online?

There's no monthly fee when you  
turn on Send an Invoice. Save money  
with the low transaction fee of just  
3.49% when you accept a payment  
via card. Pay just 1% when you accept  
payments via bank transfer.



## The easiest way to get paid directly into your bank account

- 1. Login to online banking and click "Send an Invoice" on your dashboard**
- 2. Fill out the enrollment forms**
- 3. Complete the tutorial to ask for your first payment**