

Creating and Managing a Payment Link

Peach Payment Link for Business Central

1. Prerequisites

Before creating a payment link, ensure the following setup is complete:

- The **Peach Payment Link** add-on is installed and enabled in **Business Central**.
- **Authentication** is correctly configured using your *client Id*, *Client Secret*, *Entity Id* and *Merchant Id*.
- The integration is set to the appropriate mode (*Sandbox* or *Production*).

2. Add Peach Payment Fields to Report Layouts

Ensure the following **PP_*** fields are added to your current layouts for supported reports:

- **Sales Order Confirmation**
- **Sales Proforma Invoice**
- **Sales Quote**

These fields allow the **payment link** or **QR code** to be displayed directly on customer-facing documents.

3. Access the Peach Payment Link FactBox

1. Navigate to a **Sales Order**, **Sales Quote**, or **Sales Invoice**.
2. If the **Peach Payment Link FactBox** is not visible, use **Personalization** to enable it:
 - Click the gear icon () → *Personalize*.
 - Add the **Peach Payment Link FactBox** to the page.
 - Exit personalization mode.

4. Create a Payment Link

1. In the **Peach Payment Link FactBox**, select the **Create Payment Link** action from the FactBox menu.
2. When the link is successfully created:



- A **Payment Link** entry will appear in the FactBox.
- Its **Status** will display as **Active**.
- The link and optional QR code will be available for printing on supported reports.

5. Cancel a Payment Link

1. In the **Peach Payment Link FactBox**, select the **Cancel Payment Link** action from the FactBox menu.
2. When the link is successfully cancelled:
 - Its **Status** will display as **Cancelled**.
 - The link and optional QR code will **NOT** be available for printing on supported reports for the cancelled link.

6. Query Payment Link Status

To check the payment status of an active link:

1. Select the **Active Payment Link** entry in the FactBox.
2. Choose **Query Link Status** from the FactBox menu.
3. If the payment has been completed:
 - The **Status** will automatically update to **Complete**.
 - If not yet paid, the status remains **Active**.

7. View Payment Link Details

- To view detailed information about a payment link:
 1. Select the payment link in the FactBox.
 2. Choose **View** from the FactBox menu.
- The **Payment Link Card** provides:
 - Additional transaction details.
 - Timestamps.
 - Access to the same actions (Cancel, Query, Logs etc.) directly from the card.

8. Review Payment Logs

To troubleshoot or audit link activity:

1. From the **FactBox**, select **Payment Logs** from the menu.
2. The **Payment Logs** page displays:



- Any **current** or **historical** errors that occurred for the selected document.
- Helpful for diagnosing communication or authorization issues.

9. Notes

- Only one **Active Payment Link** can exist per document at a time.
- The integration currently supports **ZAR currency** by default, with **multi-currency** supported and can be activated by request (Peach Payments).
- Documents with unpaid links can be optionally restricted from posting until payment completion, this can be done from the setup.