

PayLink – A better way to pay

Save time, increase operational efficiency, and focus where it matters most.

Flexible payment options

- Ditch cash and checks for payment automation
- Eliminate waiting at your place of business to pay your distributors
- Experience simplified payments and connect your bank account for ACH payments, or pay with a card of your choice

Take control of your business

- Access a comprehensive dashboard to view all of your invoices, payments, and more, for a complete view of your business
- Easily manage your payments, schedule future payments, short-pay invoices in case of damaged product, and save payment types

Save time and increase efficiency

- Whether you're writing checks and waiting to pay your delivery reps, or manually keying in invoices, you're leaving time and money on the table
- Increase operational efficiency and pay on your own time with contactless and cashless payments, giving you time back to focus on your business

How does it work?

- **Auto-payment:** Effortless automatic payments made when invoice is due/payment is scheduled.
 - Distributor delivers order(s) and invoice(s) are signed
 - All unpaid invoices will create your account balance
 - Funds equal to your account balance are transferred from your bank account to the distributor's bank account according to the payment schedule

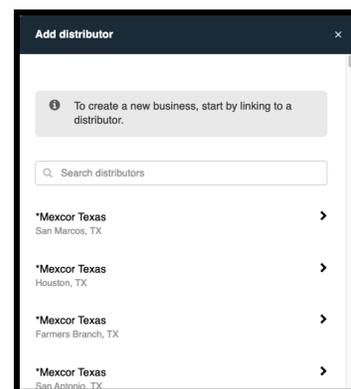
- Payment is applied to original invoice(s) and the invoice(s) is marked as "Paid"
- Retailers can review Payment and Reconciliation via the DSDLink Portal
- **Push-payment:** Payment made upon retailer approval
 - Distributor delivers order and invoice is signed
 - Invoice is marked ready to pay in DSDLink
 - Retailer can submit payments any time before the invoice due date
 - Upon submission, funds are transferred from the retailer's bank account to the distributor's bank account
 - Payment is applied to original invoice and the invoice is marked as "Paid"
 - Retailers can review Payment and Reconciliation via the DSDLink Portal

Getting started

Setup is very easy. You will need to sign up for a DSDLink account first.

Step 1: Sign up with DSDLink

- Visit the [DSDLink sign up page](#) or download the DSDLink Mobile app and click 'create a free account'
- You will receive an email with a link to set a password
- After setting your password, return to the mobile app or webpage
- Add a distributor
 - Find your wholesaler
 - Enter a past invoice number
 - Enter Your customer ID and confirm

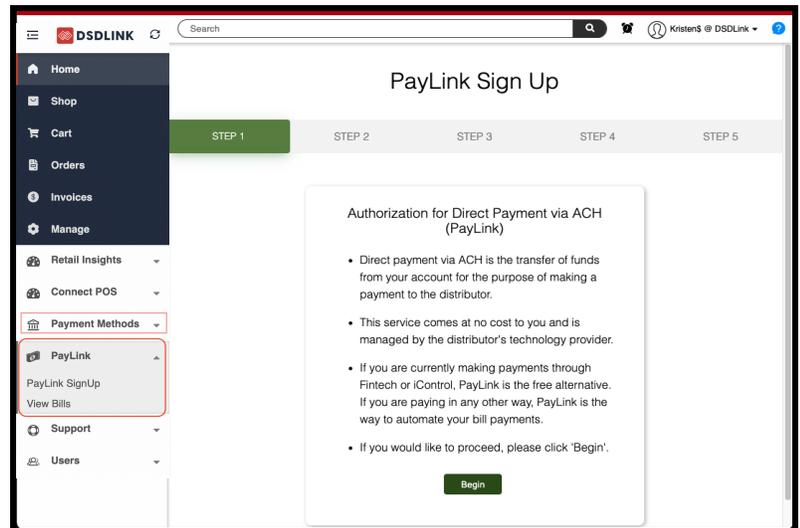


Step 2: Authorize Payments

- In the menu on the top left click Paylink → Paylink Sign Up
- Complete all 5 steps

Step 3: Add Payment Methods

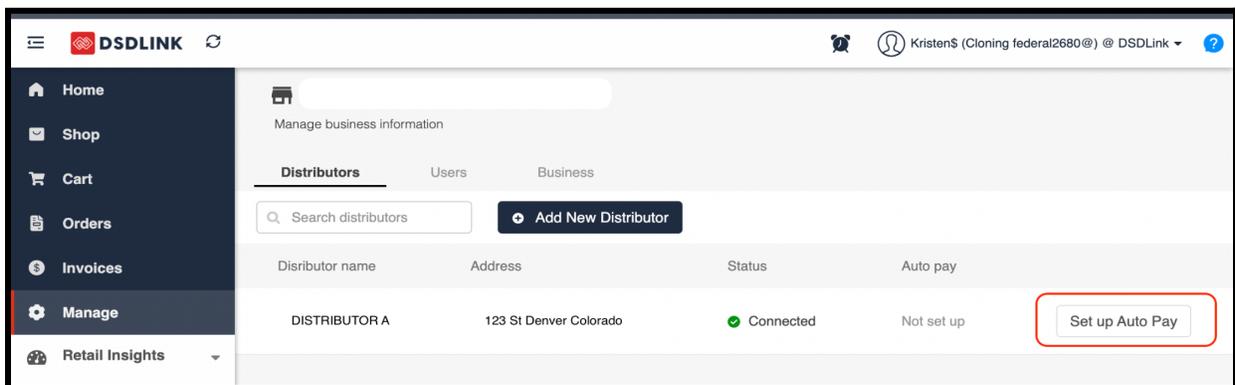
- In the menu on the top left click Payment Methods
- Add Payment Method



Automatic Payments

When you enroll in automatic payments, the amount debited will equal your account balance and the funds will be pulled according to the payment schedule.

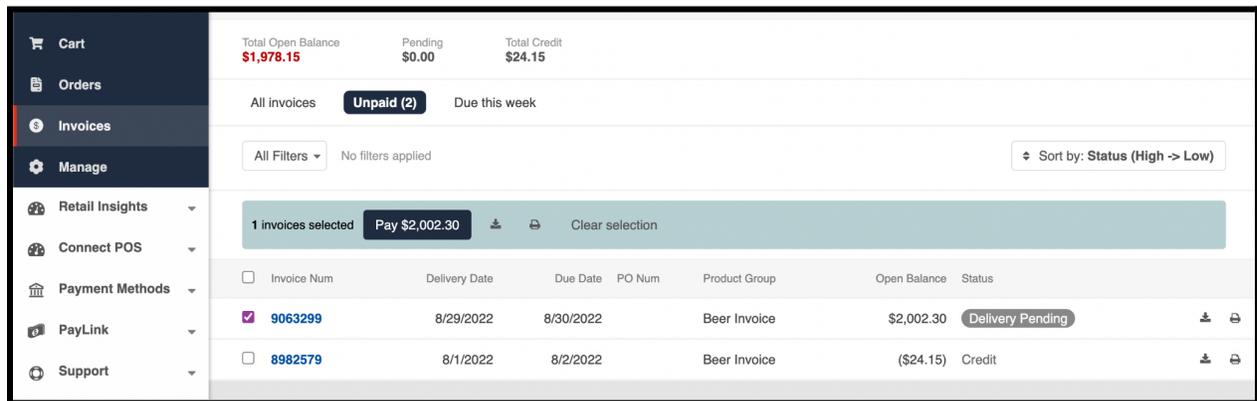
- Open the menu in the left
- Click Manage
- Click the Distributors tab
- Select "Set Up Auto Pay" button next to the distributor you would like to enroll
- Select an existing payment option or add a new one
- Click Save Auto Pay



Push Payments

If you are set up for push pay you will submit your payments through DSDLink before the invoice due date.

- Open the menu
- Click "Invoices"
- Select the check box for the invoices you would like to pay
- Click pay



The screenshot displays the 'Invoices' section of a software interface. On the left is a dark sidebar menu with options: Cart, Orders, Invoices (highlighted), Manage, Retail Insights, Connect POS, Payment Methods, PayLink, and Support. The main content area shows a summary of financials: Total Open Balance of \$1,978.15, Pending of \$0.00, and Total Credit of \$24.15. Below this, it indicates 'All invoices' with 'Unpaid (2)' and 'Due this week'. A filter section shows 'All Filters' and 'No filters applied', along with a 'Sort by: Status (High -> Low)' dropdown. A selection bar indicates '1 invoices selected' with a 'Pay \$2,002.30' button and icons for download and clear selection. The main table lists two invoices:

<input type="checkbox"/>	Invoice Num	Delivery Date	Due Date	PO Num	Product Group	Open Balance	Status	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	9063299	8/29/2022	8/30/2022		Beer Invoice	\$2,002.30	Delivery Pending	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	8982579	8/1/2022	8/2/2022		Beer Invoice	(\$24.15)	Credit	<input type="checkbox"/>	<input type="checkbox"/>