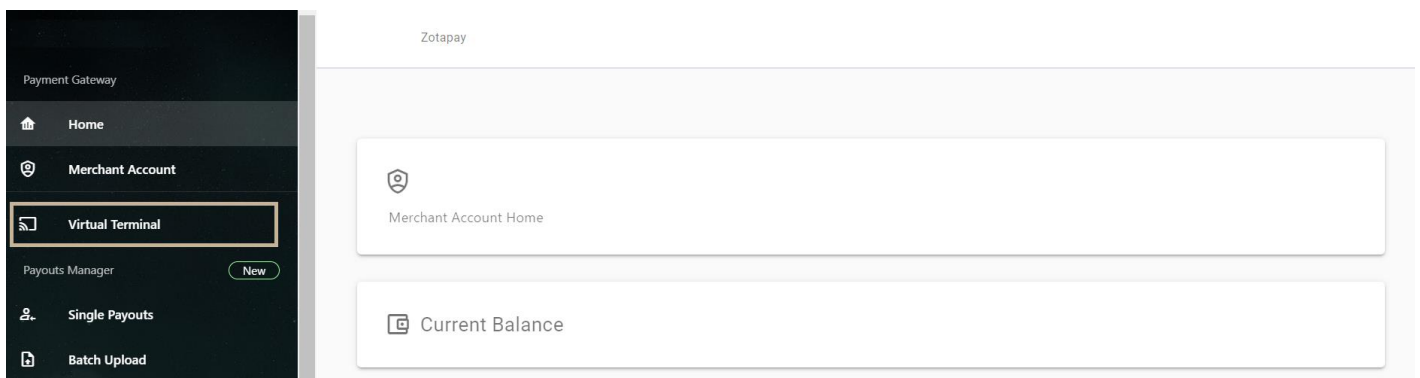


Virtual Terminal METAGATE Merchant Guide

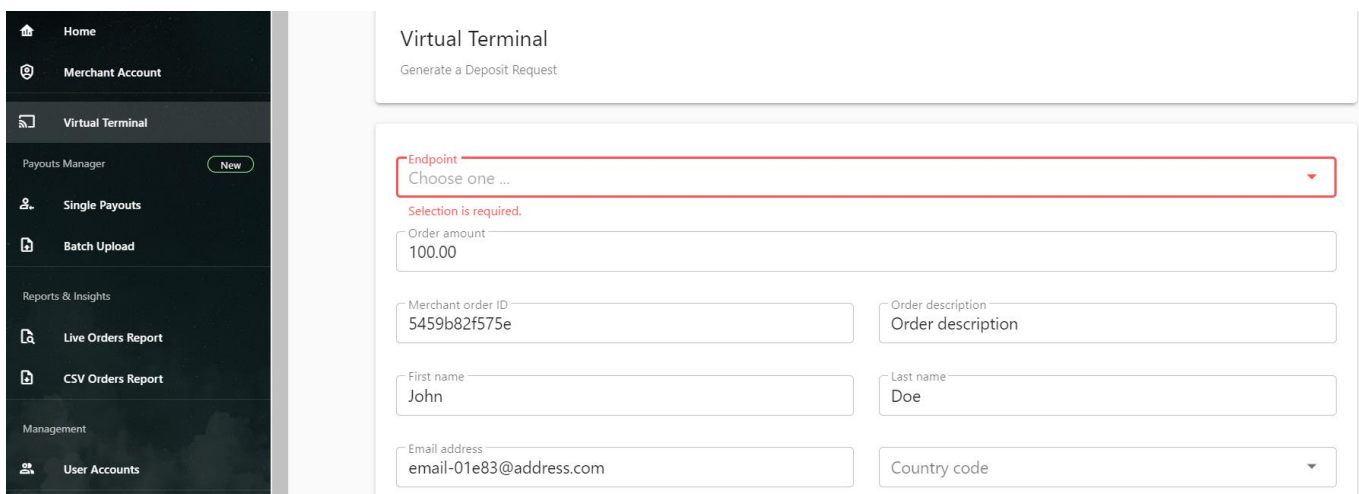
v1.0 Rev 13/02/2020

Your Metagate merchant portal allows you to make test transactions and send a one-time payment link to the end user within your main merchant account. Please proceed with the following steps in order to do so.

1. Once you are logged in, select **Virtual Terminal** on the left menu bar.



2. Select an available endpoint from the dropdown menu by clicking on the endpoint search box.



3. Once you have chosen an endpoint, fill in all the required fields as seen below.

Virtual Terminal

Generate a Deposit Request

Endpoint
Choose one ...

Selection is required.

Order amount
100.00

Merchant order ID
5459b82f575e

Order description
Order description

First name
John

Last name
Doe

Email address
email-01e83@address.com

Country code

State code

City

Address
Street address

Zip-code

Phone number

IP address
127.0.0.1

Bank code

Bank account number

Last 4 digits

Redirect URL

Callback URL

Checkout site URL
https://account.zotapay.com/virtual-terminal/

Custom parameter

Redirect to order

SUBMIT ORDER RESET FORM

After completing the required fields, click Redirect to order and Submit Order to load the payment page.

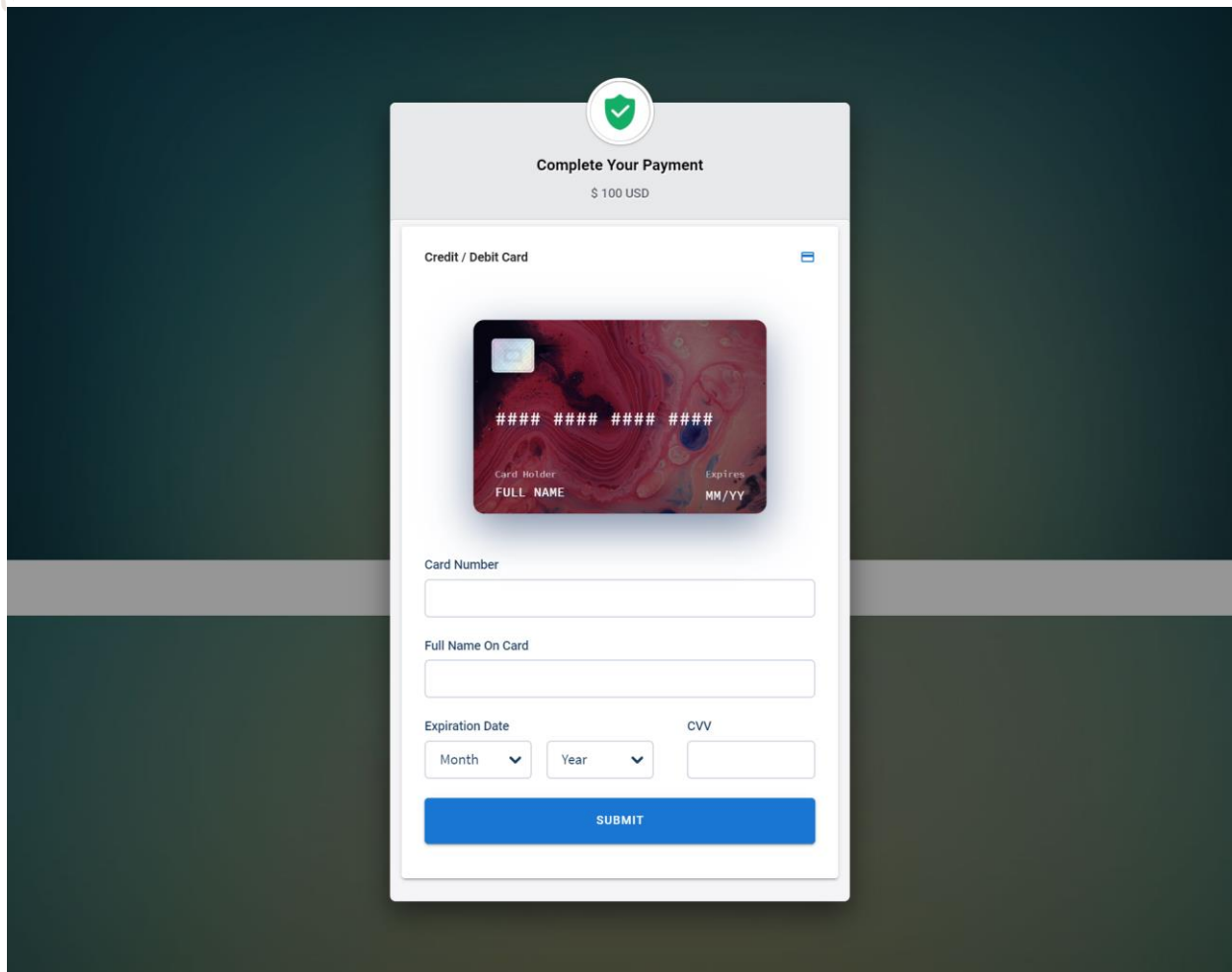
*Please note, if you would like to generate a link **do not** select "Redirect to order"*

Deposit URL [Click To Copy](#)

<https://secure.clients.fund/api/v1/deposit/init/14452397/0b4b94c06b4b4caa1315fa7f7a340ad7710837145e2b08e4a09af386f5789677/>



4. Enter the customer's credit card details and click on **Submit**.



The screenshot shows a payment form titled "Complete Your Payment" for a \$100 USD transaction. It features a green shield icon with a checkmark at the top. The form is for a "Credit / Debit Card" and includes a visual representation of a red card with masked numbers (#### #### #### ####), a cardholder name (FULL NAME), and an expiration date (MM/YY). Below the card image are input fields for "Card Number", "Full Name On Card", "Expiration Date" (with "Month" and "Year" dropdowns), and "CVV". A blue "SUBMIT" button is located at the bottom of the form.

Should you require additional assistance, please feel free to contact zotapay support via email (zotapay@support.com) or Skype ([zotapay.support](https://www.skype.com/join/zotapay.support)).

