Rapid Onboarding v2

Easily track applications you have sent or applications that have been self-initiated using one of your Permalinks. Your applications are organized into three categories:

TAB	DESCRIPTION
Outstanding	- Applications with one of the following statuses: Created, Opened, Submitted, or Expired. - Once the application is submitted and the merchant is issued a merchant account, it will move over to the Completed tab. - Any expired applications will stay in Outstanding until you either Edit & Resend or Cancel the application.
Completed	Merchants who have been successfully onboarded and issued a merchant account. (This does not include merchant applications that were completed using Rapid Onboarding V1.)
Cancelled	Applications that you have cancelled. Simply select Edit & Resend to return the application to Outstanding.

Each application listed includes the following information:

HEADER	DESCRIPTION
Merchant	Name of the organization followed by a unique AppID
Auth Signor's Email	Email address to which the application was sent
Offer	What the Offer was for the application, and once the application has been completed, it will list the Pricing Model that was chosen (if applicable).
Auth Signor	Name of the authorized signor and their email address

Status	One of the below statuses will be given and date-stamped. The expiry date is also appended to the end of each status for your reference.
	• Created: Application has been sent to the merchant.
	• Opened: Application has been previewed by the merchant. This will be the first status given to merchant applications that are started using one of your Permalinks.
	• Submitted: Application has been submitted to SportsPay and is currently being reviewed and onboarded.
	• Completed: Merchant has been issued a merchant account; You will see their unique SportsPay Merchant ID following this status, and it is listed as a hyperlink. Simply click on it to be brought to their specific reporting page.
	• Cancelled: Application that you have cancelled.
	• Expired: Application has expired. To resolve this status, you must either Cancel the application or Edit & Resend.
Action	• Copy Link: Copy the permalink for that application
	• Edit & Resend: Modify the application and resend it to the authorized signer. This includes changing the Base Txn %. If you need to change the Offer, you would need to cancel the application and send a brand new one.
	• Cancel: Cancel the application, which would cause the application link to be invalid (the page would reflect an error message stating so). If you need to change the Base Txn Rate %, you can simply select Edit & Resend. If you want to send the merchant a different Offer, you would need to cancel the application and send them a brand new one.
	• View Application: Once the application has been signed, you will be able to view the application that was submitted, including which pricing model the merchant chose (in the case where there was an Offer with multiple Pricing Models).

Offers

Select the Offers button to view your Pricing Models and Offers.
(Refer to the Help icon on the Offers page for more information on your Pricing Models and Offers.)

Frequently Asked Questions

How long is the application link valid for?

Once an application is sent, it must be signed and submitted to SportsPay within 30 days or else it will become expired.

How do I change the Offer or Pricing for an application already sent to the Merchant?

To make any changes to the Base Txn Rate %, simply select Edit & Resend for that application, and you will be able to modify the Base Txn Rate %.

If you would like to present the Merchant with a different Offer, you will need to delete the existing application and send them a new one with the correct Offer.