

# EZ Squarepay Payment Addon

## **Purpose**

Integrate *cs-cart* with the popular *Squareup* payment system enabling merchants to use the same payment system in their brick-n-mortar store, convention sales and their website.

## **Key Features**

With this addon you can perform the following operations directly from the admin order details page.

- Capture an authorized payment
- Void an authorized payment
- Refund (or partially refund) an captured payment
- Make an additional payment (assuming the customer has saved card token)

The addon is integrated with the RMA addon from cs-cart. Hence if a refund is to be issued via the RMA addon, it will be done for a Square payment if the order was placed with Square.

## **Installation**

Installation is as automatic as possible. It should be compatible with any 4.x version of the cart.

A download link will be enabled following capture of your payment. You will be emailed with the link to download the archive. Upon receipt of your order we will contact you to verify the Domain Name you submitted with the order and to send you the license key. **This addon is licensed software.** Failure to enter the license key and/or if the key does not match the domain where the addon is being used will cause the addon to be disabled. Please contact us if you encounter any problems if you feel you've entered the license key correctly and the domain name is accurate.

## **Installation Steps**

1. After downloading the archive click the '+' icon on the manage addons page and then select the download file for the 'Local' file in the Browse popup.
2. Select the Addons/ Manage beside the add-on name and enter the license key we sent you **exactly**. You can use the default setting in the 'General' and 'Basic Settings' tabs. Description of the field is:
  - a. General Tab
    - i. License key (the key we sent you)
    - ii. Frequency for upgrade checks (how often you want to check our server for automatic upgrades)

- iii. Automatic installation (will install automatically when a new version is available)
- iv. Silent installation (do not issue notifications on upgrades)
- b. Basic Settings tab
  - i. Status on capture (when funds are captured change order status to this status)
  - ii. Status on authorize (if Auth\_Only is set – see below) then set order status to this status when authorized only.
  - iii. Status on refund (change order status to this status when a refund is applied)
  - iv. Status on void (change order status to this status when the payment is voided)
  - v. Always save cards (customer card tokens – not the card data itself – is kept so customer can use same card on future orders)
  - vi. Log level (level of logging – please set to detailed when reporting issues to us).

3. Then click Save.

This will kick-off the internal installation of the addon.

The installation is now complete.

## Setup Payment Method

Payment method setup is similar to most other payment methods in cs-cart. The difference is the “Configure” step. Square uses OAuth security to enable this addon to access your square account. Please ensure you have at least one square “Location” setup in your square account. You can have separate locations for your brick-and-mortar, convention or online store.

Given that OAuth security requires an intermediary in issuing api tokens, we **STRONGLY** suggest that you run the configure step from an admin account that has the cs-cart API enabled. This prevents problems with sending the addon the api token and also to update the token every 2 weeks.

Name your payment method as normal. Select ‘Squarepay’ as the ‘Processor’. Fill out any other fields on the ‘General’ tab and then click Save. Please insure the payment method is Active so we can update the API token during the configure process.

Reopen the payment method and click the Configure tab. You will be asked to login to your Square account. You should see the Configure tab redraw and the following options appear.

1. Location nickname (select from the locations you setup in your square account)
  2. Currency (currency you want this payment method to send in.)
  3. Order prefix (a prefix to apply to order\_ids to identify this location)
  4. Transaction type (either Authorize or Capture)
- Then click Save. Your payment method should be ready to go.

### ***Customization***

There are no customizations available for this addon.

### ***Contact Us***

If you have any difficulty you can contact us via one of the following contact points:

- Email – [support@ez-ms.com](mailto:support@ez-ms.com)
- Phone – (503) 906-3563

We will do our best to ensure you are satisfied.