Customer Management Portal (CMP)

Charge a customer manually



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Home	Welcome
	You are logged in as
Sites	Using the login account
Devices	
Components	View Privacy Policy
Wash Passes	
Consumer Passes	
/IA Guard	
Credit Cards	
Payments	
Message Log	

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After you log into the CMP, select the "Consumers" section in the top left navigation column.

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Home	Consumer	
Consumers	First Name Last Name Phone Number Email	
Sites	Chad 12/29/20	•
Devices Components	12/29/20	¢ 💼 >
Wash Passes	Tyler iski 12/29/20	¢ 🖬 >
Consumer Passes VIA Guard	James 12/29/20	• • >
Credit Cards	Rc 12/29/20	•• •
Payments	Gracie ski 12/29/20	•• •
Message Log	Nick 12/29/20	•• •
	Chad 12/29/20	•••
	Brian 12/29/20	•••
	David lo 12/29/20	• • •
	1 2 3 4 5 6 7 8 9 >	
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After selecting "Consumers", we are presented with a list of our customers. Use the gray search field boxes at the top to find the consumer you want to charge.

Dencar.Admin		
Home	Consumer	
Consumers	First Name 🖪 Last Name S30 Email	
Sites	A	¢ 💼 >
Devices		
Components		
Wash Passes		
Consumer Passes		
VIA Guard		
Credit Cards		
Payments		
Message Log		

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In this case, we entered the phone number and identified our consumer. Select the gear icon on the right to expand the consumer's details.

Hone Info Second of the s	encar.Admin						Ľ	<u> </u>	M 🕇
Consume Set of the s	:	Info						Send Notification	Ø
Registered Name 7/2/1	Imers								
Devices Pane #		Registered 7/5/21			Name				
anal	es	Phone #			Favorite Site				
Wash Pases License Plate Fail Count Consumer Pases 1 Consumer Pases Card Information ViA Guard Current Cards Payments 49 Message Log 49 Recent Payments Recent Payments 1 Name Message Log ViA Guard 1 Name Message Log Via Card Information	onents	+1330							
Consume Passes ViA Guard Card Information Credit Cards Payments Message Log Image Card Payments Image Card Payments <td< td=""><td>Passes</td><td>Email AHOO.COM</td><td></td><td></td><td>License Plate Fail Count 1</td><td></td><td></td><td></td><td></td></td<>	Passes	Email AHOO.COM			License Plate Fail Count 1				
VIA Guard Card Information Credit Cards Payments Message Log Anount Method Plate Site Device 1 0 8/5/214:11:15 PM 30.00 Wash Pass EQW5829 •	imer Passes								
Credit Cards Current Cards Payments 49* Image: Cards	uard	Card Information							
Payments Message Log Recent Payments Image Timestamp Amount Method Plate Site Device Image Style 1:11:15 PM \$0.00 Wash Pass EQW5829 Image Canalyse	t Cards	Current Cards							
Message Log Recent Payments Image: Control of the cont	ents	49(Charge Card	•
Recent Payments Image: Timestamp Amount Method Plate Site Device Image: Site Site Device	age Log								
TimestampAmountMethodPlateSiteDevice1•8/5/21 4:11:15 PM\$0.00Wash PassEQW5829••		Recent Payments						ĺ	≡
TimestampAmountMethodPlateSiteDevice1\$\$/5/214:11:15 PM\$0.00Wash PassEQW5829\$••									
1 🕏 8/5/21 4:11:15 PM \$0.00 Wash Pass EQW5829 <table-cell></table-cell>		Timestamp	Amount	Method	Plate	Site	Device		
		1 💿 8/5/21 4:11:15 PM	\$0.00	Wash Pass	EQW5829	•	•		
2 \$35.00 Pass Renew N/A -		2 3 /5/21 2:00:04 AM	\$35.00	Pass Renew	N/A		-		
3 🕏 8/4/21 7:16:54 AM \$0.00 Wash Pass EQW5829 호		3 • 8/4/21 7:16:54 AM	\$0.00	Wash Pass	EQW5829	•	•		
4 🔊 7/29/21 6:47:26 AM \$0.00 Wash Pass PJT3115		4 • 7/29/21 6:47:26 AM	\$0.00	Wash Pass	РЈТ3115		•		
5 7/5/21 11:04:02 AM \$35.00 New Pass EDV5829 ©		5 2 7/5/21 11:04:02 AM	\$35.00	New Pass	EDV5829	•	\$		

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Under the Card Information section, select the red "Charge Card" button on the right.

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Dencar.Admin						±		M -
Home	Info		PDebit - 490 ?				Send Notification	ľ
Consumers	Registered 7/5/21	Amount		8				
Devices	Phone # +1330		(Cancel Charge				
Wash Passes	Email AHOO.COM			License Plate Fail Count 1				
VIA Guard	Card Information							
Credit Cards	Current Cards							
Payments	490							~
Message Log	Cardholder Name Visa Cardholder Default Card Yes Token 29¢			Type Visa Debit ID 84cf2090- Expiry				
	Recent Payments							
	Timestamp 1 🔹 8/5/21 4:11:15 PM	Amount \$0.00	Method Wash Pass	Plate EQW5829	Site	Device		
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Input the amount you would like to charge and then select the green "Charge" button.

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