Customer Management Portal (CMP)

Charge a customer manually

Dencar.Admin

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Welcome

You are logged in as

Using the login account @GMAIL.COM

View Privacy Policy

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

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.

Consumer

| First Name | Last Name | 330- | Email |

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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.

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

Input the amount you would like to charge and then select the green "Charge" button.

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