

# PowerSuite

EASY | ROBUST | PROVEN

## Mint Payments Integration



# Mints Payments Integration with PowerSuite



Set-up & Configuration



Customer Pays Online  
Upon Received Client Statement / Invoice



Customer Presents Credit Card for Instore Payment

# Set-up & Configuration



# Configure Mint Payments API Credentials in PowerSuite

1

Agency owner needs to send an email to [payment.support@mintpayments.com](mailto:payment.support@mintpayments.com) with following:

- Agency name
- Address and
- ABN number

2

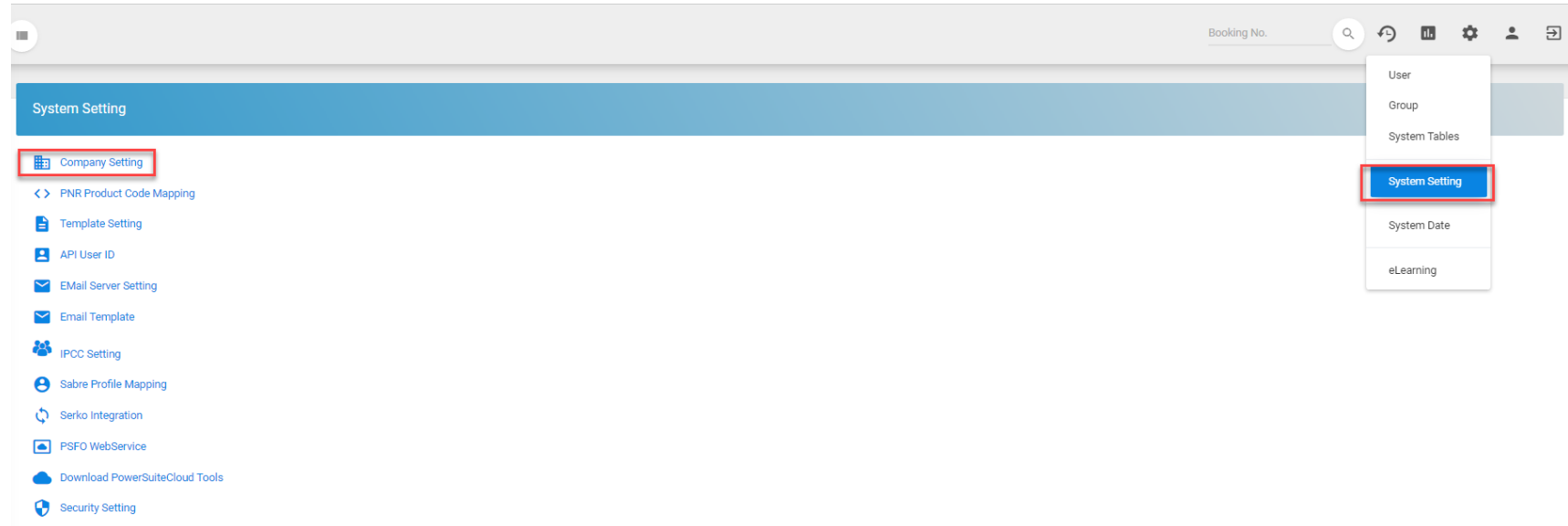
Mint Payments support team will provide the agency owner the following:

- API URL
- API Access Key
- Company Token

# Configure Mint Payments API Credentials in PowerSuite

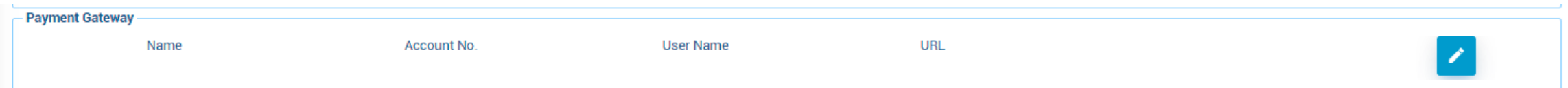
3

Go to PowerSuite > Gear Icon > System Setting > Company Setting



4

Scroll down to Payment Gateway section. Click on the “modify” icon



# Configure Mint Payments API Credentials in PowerSuite

5

- Select MintPay in the payment gateway name
- Input the following that get from Mint Payments
  - Input Company Token
  - API URL
  - API Access Key
- Input “Online” in the “Authorization User ID”
- Leave blank for “Credit Card Type” and “Merchant No.”
- Once click Save, API Token will be generated

Click **Save** to complete the Configuration

Payment Gateway Maintenance

1	Name	MintPay	Company Token	XXXXXXXX	
	Credit Card Type		Merchant No.		
	Automation User ID	Online			
	URL	https://hpp.mintpaymeAPI_Tokennts.net			
	API URL	https://xxxxxxxxxxxxxxxx			
	API Access Key	xxxxxxxxxxxxxxxx	API Token	*****	

Save

# CUSTOMER PAYS ONLINE



Upon Received Client Statement / Invoice

# Booking Folder Created

Order - SO0000005426 (daphne) - MR PETER CHUNG - Quoted
Options ▾ Save

Order Type	Sales Order ▾	Trip Date	11NOV21	Trip Deadline	
Booking Type	Retail ▾	Customer No.	RETAIL0002	Name	MR PETER CHUNG <input type="checkbox"/> Bill Company <a href="#">Travel Policy</a>
Sales ID	tom/Tom ▾	Your Ref.		Our Ref.	
Campaign	▾			TCID	daphne/Daphne Liu ▾

Contact

Name	CHUNG PETER MR	Email	peter@gmail.com	Tel.		Address	...
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REMARKS
 BILLING INFO.
 CREDIT CARD
 UPLOAD FILES
 MESSAGE
 TASK

Pax

PTC	Passenger Name	Lead Pax	
1 ADT	CHUNG/PETER MR	<input type="checkbox"/>	

Add Services

Service
 Pax
 Itinerary
 Document
 Receipt/Payment
 Trust
 Booking History

	Unit Sales	Unit Cost	Unit Sales Tax	QTY	Total Sales	Total Cost	Total Sales Tax	Total Discount	Pkg	Suppress
1	AUD 1,520.00	AUD 1,500.00	250.00	1	AUD 1,770.00	AUD 1,750.00	250.00	0.00	0	
	Int'l Air Ticket - BSP - 15		SYD/HKG/SYD By CX Date: 11NOV21 - 18NOV21 Status: HK		CHUNG/PETER MR	<span style="background-color: #f08080; padding: 2px;">Invoice</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Deposit</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Balance</span>			<input type="checkbox"/>	
2	AUD 120.00	AUD 120.00	0.00	7	AUD 840.00	AUD 756.00	0.00	0.00	0	
	Hotel - 60		SHERATON HOTEL(HKG) 1 X DELUXE SINGLE Date: .....		CHUNG/PETER MR	<span style="background-color: #f08080; padding: 2px;">Invoice</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Deposit</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Balance</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Prepay.</span> <span style="background-color: #27ae60; color: white; padding: 2px;">Payment</span>			<input type="checkbox"/>	



# Payment Plan

Order - SO000005426 (daphne) - MR PETER CHUNG - Quoted Options Save

Order Type: Sales Order    Trip Date: 11NOV21    Trip Deadline: \_\_\_\_\_

Booking Type: Retail

Sales ID: tom/Tom

Campaign: \_\_\_\_\_

Contact Name: CHUNG

REMARKS    BILLING INFO.

Pax

PTC	Passenger Name
1 ADT	CHUNG/PETER MR

Service    Pax

Payment Plan

**Passenger**

1. CHUNG/PETER MR ADT

Type	Date	Amount	Description	
Deposit	06JAN21	300.00		+
Balance	30JAN21	2,610.00		-

**Summary**

Booking Total	2,610.00
Payment Plan Total	2,910.00
Difference	-300.00

Save

	Unit Sales	Unit Cost	Unit Sales Tax	QTY	Total Sales	Total Cost	Total Sales Tax	Total Discount	Pkg	Suppress
1	AUD 1,520.00	AUD 1,500.00	250.00	1 AUD	1,770.00 AUD	1,750.00	250.00	0.00		0
Int'l Air Ticket - BSP - 15		SYD/HKG/SYD By CX Date: 11NOV21 - 18NOV21 Status: HK		CHUNG/PETER MR		<span style="background-color: #dc3545; color: white; padding: 2px 5px; border-radius: 5px;">Invoice</span> <span style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 5px; margin-left: 5px;">Deposit</span> <span style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 5px; margin-left: 5px;">Balance</span>				

# Email Client Statement

Client Statement - **SO0000005426** (daphne) - MR PETER CHUNG

Passenger(s)  CHUNG/PETER MR

Header Remark

Cost Item Remark

Footer Remark

XML TRAVEL PTY LTD  
YOUR TRAVEL PARTNER  
GROUND FLOOR, 182 CAPEL STREET, SYDNEY  
Tel: +65 3256 9865 | Email: bookings@xmltv.com | ABN # 1266222133

CLIENT STATEMENT

Email

Subject: Client Statement - SO0000005426

Send to:  MR CHUNG PETER peter@gmail.com  
 Name Email  
 Name Email

Cc. Email

Bcc. Email

Message

Thursday 11 November 2021 - Hotel  
SHERATON HOTEL


# Customer Received Client Statement

Client Statement - SO0000005426 - Message (HTML)

6/1/2021 (週三) 17:20  
 PSCloud(AU-DEMO) <donotreply@powersuitecloud.com>  
 Client Statement - SO0000005426

To Jackie Siu

Message 20210106171940\_SO0000005426.pdf (111 KB)



**XML TRAVEL PTY LTD**  
 GROUD FLOOR, 182 CAPEL STREET, SYDNEY  
 Tel: +65 3256 9865 | Email: bookings@xmltv.com | ABN # 1266222133

YOUR TRAVEL PARTNER

**CLIENT STATEMENT**

**MR PETER CHUNG**  
 4/F, NO. 234,  
 AUSTIN ROAD,  
 SYDNEY NSW 343423

Attn MR PETER CHUNG

	ABN#	1266222133
	Booking No.	SO0000005426
	Date	06-JAN-2021
	Cust No.	RETAIL0002
	Consultant	Daphne Liu
	Email	daphne.liu@xmlhk.com

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	GST	AUD	\$0.00
	Total Includes GST	AUD	\$2,610.00
	Less Amount Received	AUD	\$0.00
	<b>Balance</b>		<b>\$2,610.00</b>

**Payment Plan**  
**CHUNG/PETER MR - ADT**

Type	Date	Currency	Amount	
Deposit	06-JAN-2021	AUD	\$300.00	<a href="#">Pay Now</a>
Balance	30-JAN-2021	AUD	\$2,610.00	<a href="#">Pay Now</a>

**Remarks**

Booking Terms and Conditions  
 Please read the following terms and conditions carefully. You must not make any booking unless you understand and agree

# Customer Input Credit Card Details

# Mint

Make one-off payment to

**XML**

450 -456 Victoria Rd  
Gladesville NSW 2111  
P: 0407880076  
E: ivy@xmlhk.com

Payment Amount

300.00

Email Receipt to

peter@gmail.com

Customer Reference

B1pv82fe7R13O0OsG761ZHVu70bznhq\_300.00

Invoice No.

SO0000005426

Card Details



System captures the booking folder reference, amount to be paid

Card Details

VISA MasterCard AMERICAN EXPRESS

Name  
Peter

Card Number  
4111111111111111

Expiry Date  
05 22

CVV Code ?  
123

Surcharge

AUD \$9.00

Total Amount

AUD \$309.00




I confirm by paying this invoice that I have read, understood and agreed to be bound by the [Agreements, Terms and Conditions](#) enforced by Mint Sales Australia Pty Ltd and its Acquirers/Partners.



Pay Now

Customer input credit card details


# Customer Confirms to Proceed

Card Details   

Name

Card Number

Expiry Date

CVV Code 

Surcharge AUD \$9.00

Total Amount AUD\$309.00

I confirm by paying this invoice that I have read, understood and agreed to be bound by the [Agreements, Terms and Conditions](#) enforced by Mint Sales Australia Pty Ltd and its Acquirers/Partners.




**Pay Now**

# Confirmation

powersuitecloud.com//MintPay/Payment

更新

PSCloud(AU-DEMO)



Thank you. Payment was successful completed.

Transaction Status: Approved

Transaction Time: 10 Feb 2021 09:27:59

Transaction Reference: SO0000005426

Total Transaction Amount: 300.00

Customer Reference: B1pv82fe7R1300OsG761ZHVu70bznhq\_300.00

# Receipt Auto Generated in Booking Folder

Order - SO000005426 (daphne) - MR PETER CHUNG - Active



**XML TRAVEL PTY LTD**

YOUR TRAVEL PARTNER

GROUND FLOOR, 182 CAPEL STREET, SYDNEY  
Tel: +65 3256 9865 | Email: bookings@xmltv.com | ABN # 1266222133

Order Type	Sales Order	Trip Date	11NOV21
Booking Type	Retail	Customer No.	RETAIL0002
Sales ID	tom/Tom	Your Ref.	
Campaign			
Contact			
Name	CHUNG PETER	MR	Email peter@gmail.co

## DEPOSIT RECEIPT

MR PETER CHUNG  
4/F, NO. 234,  
AUSTIN ROAD,  
SYDNEY NSW 343423

Attn MR PETER CHUNG

ABN# 1266222133  
No. DP0000001111  
Booking No. SO000005426  
Date 06-JAN-2021  
Cust No. RETAIL0002  
Consultant Daphne Liu  
Email daphne.liu@xmlhk.com

- REMARKS
- BILLING INFO.
- CREDIT CARD
- UPLOAD FILES
- MESSAGE
- TASK

Pax

PTC	Passenger Name	Lead Pax
1 ADT	CHUNG/PETER MR	<input type="checkbox"/>

- Service
- Pax
- Itinerary
- Document
- Receipt/Payment
- Trust
- Booking History

Type	Document No.	Status	Date	Amount
1 Deposit	DP0000001111	Valid	06JAN21	AUD



Description	Currency	Unit Fare	Tax	GST	Qty	Amount	
<b>1 BSP Flight</b>	AUD	\$1,520.00	\$250.00	\$0.00	1	\$1,770.00	
Routing	Dep. Date	Dep. Time	Arr. Date	Arr. Time	Airline	Flight No.	Class
SYDNEY/HONG KONG	11NOV21	0200	11NOV21	1000	CX	223	H
HONG KONG/SYDNEY	18NOV21	1000	18NOV21	1900	CX	5545	H
<b>2 Hotel</b>	AUD	\$120.00	\$0.00	\$0.00	7	\$840.00	
City:	HONG KONG						
Hotel Name:	SHERATON HOTEL						
Check-In Date:	11NOV21		Check-Out Date:	18NOV21			
Room Type:	SINGLE		Rm Category:	DELUXE			
Number of room(s):	1						
INV doc							
INV Item							

GST	AUD	\$0.00
Total Includes GST	AUD	\$2,610.00
<b>Deposit Received</b>	<b>AUD</b>	<b>\$300.00</b>

Deposit1  
Deposit2  
\*\*Thank you for your money received for your booking\*\*  
DEPOSIT IS NON REFUNDABLE

CUSTOMER PRESENTS  
CREDIT CARD FOR INSTORE  
PAYMENT





# Booking Folder Created

Order - SO0000005426 (daphne) - MR PETER CHUNG - Quoted
Options ▾ Save

Order Type	Sales Order ▾	Trip Date	11NOV21	Trip Deadline					
Booking Type	Retail ▾	Customer No.	RETAIL0002	Name	MR PETER CHUNG	<input type="checkbox"/> Bill Company	Travel Policy		
Sales ID	tom/Tom ▾	Your Ref.		Our Ref.		TCID	daphne/Daphne Liu ▾		
Campaign	▾								

Contact

Name	CHUNG PETER	MR	Email peter@gmail.com	Tel. Tel.	Address ...
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REMARKS
 BILLING INFO.
 CREDIT CARD
 UPLOAD FILES
 MESSAGE
 TASK

Pax

PTC	Passenger Name	Lead Pax			
1 ADT	CHUNG/PETER MR	<input type="checkbox"/>			

Add Services

Service
 Pax
 Itinerary
 Document
 Receipt/Payment
 Trust
 Booking History

		Unit Sales	Unit Cost	Unit Sales Tax	QTY	Total Sales	Total Cost	Total Sales Tax	Total Discount	Pkg	Suppress
1	Int'l Air Ticket - BSP - 15	AUD 1,520.00	AUD 1,500.00	250.00	1	AUD 1,770.00	AUD 1,750.00	250.00	0.00	0	
										<div style="display: flex; justify-content: space-between; align-items: center;"> <span>SYD/HKG/SYD By CX Date: 11NOV21 - 18NOV21 Status: HK</span> <span>CHUNG/PETER MR</span> <div style="display: flex; gap: 5px;"> <span style="background-color: #e91e63; color: white; padding: 2px 5px; border-radius: 3px;">Invoice</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Deposit</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Balance</span> </div> </div>	
2	Hotel - 60	AUD 120.00	AUD 120.00	0.00	7	AUD 840.00	AUD 756.00	0.00	0.00	0	
										<div style="display: flex; justify-content: space-between; align-items: center;"> <span>SHERATON HOTEL(HKG) 1 X DELUXE SINGLE Date:</span> <span>CHUNG/PETER MR</span> <div style="display: flex; gap: 5px;"> <span style="background-color: #e91e63; color: white; padding: 2px 5px; border-radius: 3px;">Invoice</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Deposit</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Balance</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Prepay.</span> <span style="background-color: #008000; color: white; padding: 2px 5px; border-radius: 3px;">Payment</span> </div> </div>	

# Login to Mint Payments Portal

merchant-mpos-uatsb.mintpayments.net/console

Mint Tuesday, Jan 05 2021, 16:36:48 log

Merchant ivy.tsang

- Dashboard
- Virtual Terminal
- Company
- Users
- Transactions
- Daily Summary
- Exports
- Settings

Dashboard

USERS  
2  
Active

DAILY TRANSACTIONS  
As of Tuesday Jan 05 2021, 16:36:48

Value \$1,854.00

Volume 1

● Sales  
● Refunds

● Sales  
● Refunds  
● Declined

MONTH TO DATE TRANSACTIONS  
As of Tuesday Jan 05 2021, 16:36:48

Value \$1,854.00

Volume 1

● Sales  
● Refunds

● Sales  
● Refunds  
● Declined

# Confirm to Pay

Merchant ivy.tsang

Home / Virtual Terminal (New Sale)

Dashboard

Virtual Terminal

Company

Users

Transactions

Daily Summary

Exports

Settings

**Input Customer Details & Booking Folder No.**

**Input Customer's Credit Card Details & Amount to be Paid**

Amount: 2310.00

Email Receipt to: peter@gmail.com

Customer Reference (shown on receipt): Invoice 123456

Sales Note (not shown on receipt): S00000005426\_2310

Card Details

Name on Card: Peter

Card Number: 4111111111111111

Expiry Date: 05 / 21

CVV Code: 123

Surcharge: AUD \$69.30

Total Amount: AUD \$2379.30

Pay Now

⚠ Please do not use your BACK or RELOAD/REFRESH browser functions or CLOSE your browser while payment is in progress.

Payment Details

Amount:	2310.00
Total Amount:	2379.30
Email:	peter@gmail.com
Reference:	
Name:	Peter
Card Number:	*****1111
Expiry Date(MM/YY):	05/21
CSC:	...

Cancel **Confirm**



# Confirmation

The screenshot shows a web browser window with the address bar containing the URL `merchant-mpos-uatsb.mintpayments.net/vt/displayVirtualTerminal`. The page header features the "Mint" logo on the left, the date and time "Wednesday, Jan 06 2021, 17:34:24" in the center, and a "logout" link on the right. A left-hand navigation sidebar includes links for "Merchant ivy.tsang", "Dashboard", "Virtual Terminal" (highlighted in green), "Company", "Users", and "Transactions". The main content area shows a breadcrumb trail "Home / Virtual Terminal (New Sale)" and a central green confirmation box with a checkmark icon. The box contains the following transaction details:

<b>Transaction Reference:</b>	770560841993858689
<b>Transaction Time:</b>	06 Jan 2021 05:38:47 PM
<b>Purchase Amount:</b>	\$2310.00
<b>Surcharge:</b>	\$69.3
<b>Total Amount Charged:</b>	\$2379.3

# Manual Generate in Booking Folder

Settlement - SO0000005426 (online) - MR PETER CHUNG Booking No.

Settlement - SO0000005426 (online) - MR PETER CHUNG

Receipt Date: 06JAN21

Type: Deposit

Customer Type: Retail

No.: RETAIL0002

Name: MR PETER CHUNG

<input checked="" type="radio"/> Deposit	Total Sales	AUD	2,610.00	Total Settled	AUD	300.00	Outstanding Amount	AUD	2,310.00
<input type="radio"/> Balance									

Name of Drawer: MR PETER CHUNG

Credit Card: AU  Mint Payments:

Description:

1 of 1  Find | Next

## XML TRAVEL PTY LTD

GROUD FLOOR, 182 CAPEL STREET, SYDNEY  
Tel: +65 3256 9865 | Email: bookings@xmltv.com | ABN # 1266222133

DEPOSIT RECEIPT

**MR PETER CHUNG**  
4/F, NO. 234,  
AUSTIN ROAD,  
SYDNEY NSW 343423

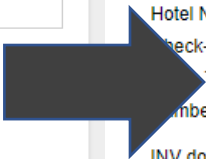
Attn: MR PETER CHUNG

ABN# 1266222133  
No. DP0000001113  
Booking No. SO0000005426  
Date 06-JAN-2021  
Cust No. RETAIL0002  
Consultant Daphne Liu  
Email daphne.liu@xmlhk.com

Description	Currency	Unit Fare	Tax	GST	Qty	Amount
<b>1 BSP Flight</b>	AUD	\$1,520.00	\$250.00	\$0.00	1	\$1,770.00
Routing	Dep. Date	Dep. Time	Arr. Date	Arr. Time	Airline	Flight No. Class
SYDNEY/HONG KONG	11NOV21	0200	11NOV21	1000	CX	223 H
HONG KONG/SYDNEY	18NOV21	1000	18NOV21	1900	CX	5545 H
<b>2 Hotel</b>	AUD	\$120.00	\$0.00	\$0.00	7	\$840.00
City:	HONG KONG					
Hotel Name:	SHERATON HOTEL					
Check-In Date:	11NOV21	Check-Out Date:	18NOV21			
Type:	SINGLE	Rm Category:	DELUXE			
Number of room(s):	1					
INV doc						
INV item						
E. & O.E.	GST	AUD	\$0.00			
	Total Includes GST	AUD	\$2,610.00			
	Deposit Received	AUD	\$2,310.00			

Deposit1  
Deposit2

\*\*Thank you for your money received for your booking\*\*



# REPORT



Payment Gateway Report



# Payment Gateway Report – Keep Track the Payment Status

Reporting Tool 2.0 Booking No.

Home > RTAU981 - Payment Gateway Transaction Log

### Searching Criteria

Transaction Date	Between	<input type="text" value="03NOV20"/> <input type="button" value="X"/>	And	<input type="text" value="30NOV20"/> <input type="button" value="X"/>
	Custom	<input type="text"/>		
Status	=	<input type="text"/>		
Payment Gateway	=	<input type="text"/>		
Payment Gateway Reference	=	<input type="text"/>		
Booking No.	=	<input type="text"/>		<input type="button" value="..."/>
Customer No.	=	<input type="text"/>		<input type="button" value="..."/>

# Payment Gateway Report – Keep Track the Payment Status

PS Reporting Tool 2.0 Booking No.

Home > RTAU981 - Payment Gateway Transaction Log ☆

[Filter](#) [Excel](#) [Pdf](#) [Word](#) [Email](#)

Report ID: RTAU981 (v1) Page 1

Print Date: 1/5/2021 4:47:49 PM

Print By: daphne

**PSCloud(AU-DEMO)**  
**Payment Gateway Transaction Log**

Transaction Date	Type	IP Address	Status	Deposit No. / Xo No.	Settlement No. / Payment No.	Message	Booking No.	Amount	Gateway Reference
2021-01-05 16:10:04	MintPay	118.140.219.130	Success	DP0000001105			SO0000005025	1,800.00	5986631227194233 61



# Q&A

**Q. Can Agent choose to absorb merchant fees using the Mint Payments/PowerSuite Integration?**

A. No, if Agent wants to absorb the merchant fees, only charging the Customer the 'travel amount', then this transaction must be processed direct in your Mint Payments Merchant Portal.

**Q. Can I process a refund using the Mint Payments/PowerSuite Integration?**

A. Automated refunds must be processed directly via your Mint Payments Merchant Portal.

**Q. Does a Credit Card authority form need to be completed by my Customer?**

A. Customers should be directed to pay via the link on the Client Statement if they are not presenting credit card instore. You can process a credit card payment via your Mint Payments Merchant Portal , on behalf of your customer e.g. Corporate Account, only if a credit card authority has been completed. Failure to adhere to these guidelines, could result in a chargeback.

# Need Help?

The logo for PowerSuite, featuring the word "PowerSuite" in a bold, red, sans-serif font centered within a white rectangular box.

**PowerSuite**

## PowerSuite Support Team

PH: +61 2 8880 9115

E: [anzsupport@xmlhk.com](mailto:anzsupport@xmlhk.com)

The logo for Mint, featuring the word "Mint" in a bold, black, sans-serif font centered within a white rectangular box.

**Mint**

## Mint Payments Support Team

PH: 1300 646 833

E: [payment.support@mintpayments.com](mailto:payment.support@mintpayments.com)