Payments

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Under *Payments*, view a list of Payments as well as initiate making a Payment.

Note: If saved banking information is no longer valid, **Delete** that information when making a Payment, then re-enter.

- **Viewing Payments** – View a list of *Pending* and *Posted Payments* as well as view/download a PDF of a specific Payment.
- **Outstanding Balance Payment** – Pay the Statement balance, pay off the entire balance on the account, apply a payment to specific Invoices, or auto apply a set amount to current, unpaid Invoices.
- **Budget Billing Amount Due Payment** – Apply a Payment to Budget Billing Memo Invoices.
- **Prepayment** – Apply a Payment to specific Bookings or enter an amount to prepay.
- **Paying with Credit Cards** – Make Payments using a credit card.

When making a Payment in Grower360, the process must be started/completed within 15 minutes.

After 10 minutes of inactivity on the page, a dialog box displays indicating that after 15 minutes of inactivity, the payment will be canceled and the page will be redirected to the *Overview* page. Choose **Go To Overview** to cancel out of the payment or **Extend** for an additional 15 minutes to complete the payment.

After 15 or more minutes of inactivity, a dialog box will display and the option to leave the payment and go back to the *Overview* page to start over.