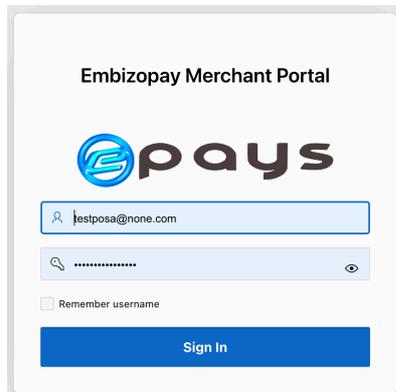


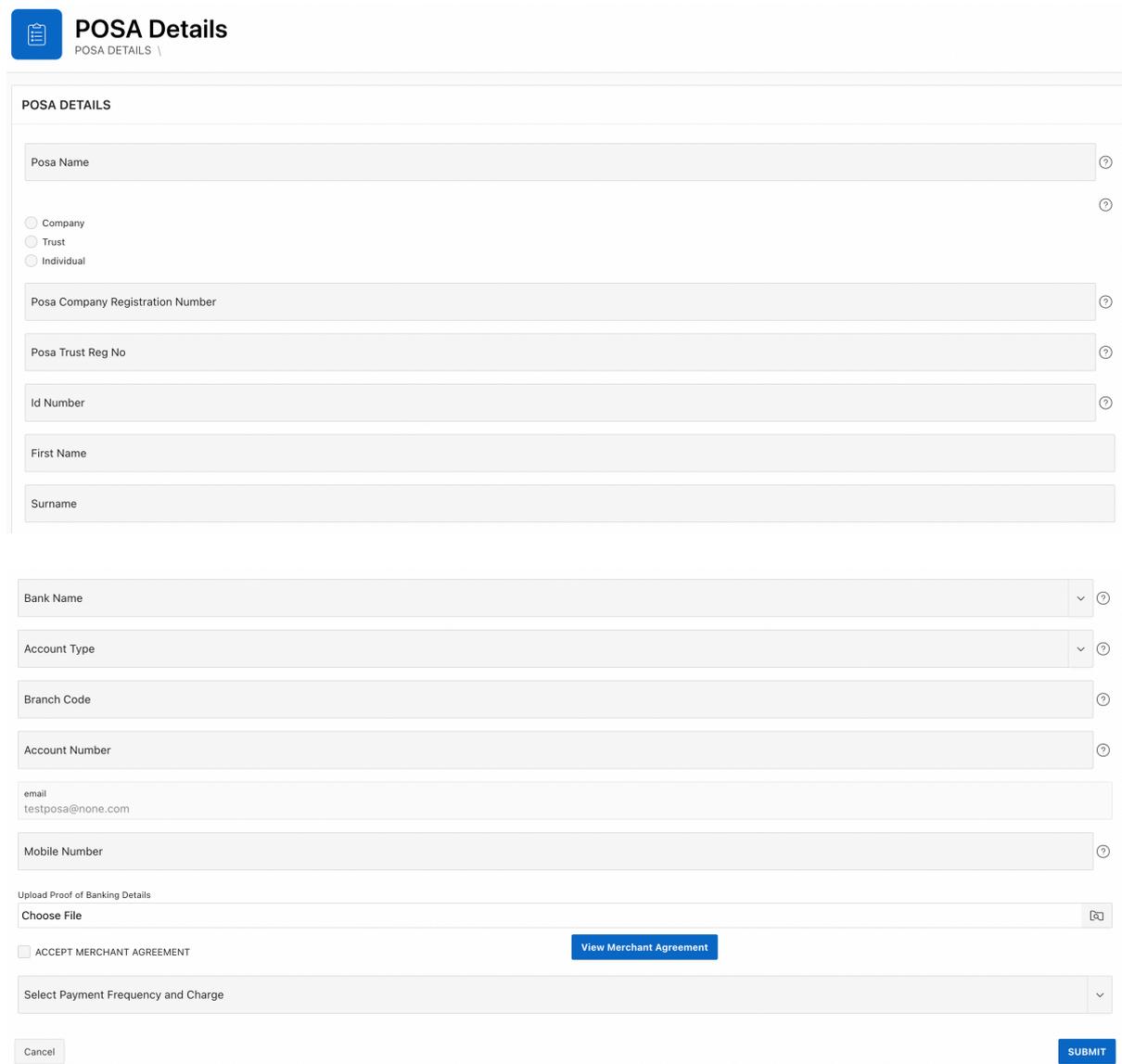
POSA's are sent details to log into the Merchant Portal via email and password via sms.

<https://p.embizopay.co.za/merchant>



The screenshot shows the login interface for the Embizopay Merchant Portal. At the top, it says "Embizopay Merchant Portal" and features the "epays" logo. Below the logo are two input fields: one for the email address (containing "testposa@none.com") and one for the password (masked with dots). There is a "Remember username" checkbox and a blue "Sign In" button at the bottom.

Once logged in for the first time a form appears to enter the POSA details:



The screenshot displays the "POSA Details" form. The title "POSA Details" is accompanied by a clipboard icon and the text "POSA DETAILS \". The form contains several input fields: "Posa Name", "Posa Company Registration Number", "Posa Trust Reg No", "Id Number", "First Name", and "Surname". There are radio buttons for "Company", "Trust", and "Individual". Below these are fields for "Bank Name", "Account Type", "Branch Code", and "Account Number". A pre-filled "email" field shows "testposa@none.com". There is a "Mobile Number" field and a file upload section for "Upload Proof of Banking Details" with a "Choose File" button. A checkbox for "ACCEPT MERCHANT AGREEMENT" is next to a blue "View Merchant Agreement" button. At the bottom, there is a "Select Payment Frequency and Charge" dropdown menu, a "Cancel" button, and a blue "SUBMIT" button.

Once data is completed and merchant agreement is accepted push submit.

The following page will show the Verification status and the Posa codes linked to the profile.

Embizopay POSA Portal testposa@none.com

### POSA Status

Bank Account Verification Status  
SUBMITTED

Posa Code	Posa Name	Address
9998	TEST POSA 2	No 1 Test Street
9999	TEST POSA 1	No 2 Posa Street

Please Note:

Bank accounts will be verified after 2 full business days if there are no errors.  
If the bank account is verified the status will change to VERIFIED.  
We have not yet received any accommodation allowances, once we receive allowances for you they will reflect below this block.

Once payments are made they will reflect on the home page.

Payments are grouped by payment date and Posa Code.

Control Break: POSA CODE | Control Break: Payment Date

POSA CODE: 9998, Payment Date: 2023-04-17

Student Number	Allowance Type	Year Month	Paid	Processing Fees	Total
200000001	Accommodation	2023 02	4,320	180	4,500
200000001	Accommodation	2023 03	4,320	180	4,500
200000001	Accommodation	2023 04	4,320	180	4,500
			<b>12,960</b>		

POSA CODE: 9998, Payment Date: 2023-04-19

Student Number	Allowance Type	Year Month	Paid	Processing Fees	Total
200000002	Accommodation	2023 02	4,320	180	4,500
200000002	Accommodation	2023 03	4,320	180	4,500
200000002	Accommodation	2023 04	4,320	180	4,500
			<b>12,960</b>		

POSA CODE: 9998, Payment Date: 2023-05-02

Student Number	Allowance Type	Year Month	Paid	Processing Fees	Total
200000002	Accommodation	2023 05	4,320	180	4,500
200000001	Accommodation	2023 05	4,320	180	4,500
			<b>8,640</b>		

All payment details can also be downloaded:

Select Actions, Download.

Select csv, Excel or PDF formats.

Actions

- Filter
- Data
- Download**

Download

Choose report format

CSV | Excel | PDF

Cancel | Download