## Tip of the Week: Enable LawPay\* Payments through Client Portal

Many of you may not know that you can allow clients to pay their bills through the client portal if your <a href="LawPay">LawPay</a>\* account is connected to TimeSolv. This allows you to get paid faster by accepting online payments. And another great benefit of using TimeSolv is that your clients do not need to have an account and password set up to access the <a href="portal">portal</a>, as the emailed invoice will include a link for them to directly pay through.

## **Authorize TimeSolv in LawPay\***

To link your LawPay\* and TimeSolv accounts, log into your LawPay\* account and click on your user name in the top right corner. Select 'Settings' from the dropdown, and click on the 'Developers' tab. Click on the Authorize Application button.



A small window will pop up asking you to select the application you would like to authorize. Select TimeSolv from the dropdown list of options, and click on the **Authorize Application** button. Next, click on the **Show Credentials** button, and a small window will pop up with a series of keys. Click on the **Live Credentials** tab and copy the '**Live Secret Key**' onto your clipboard.

Authorize LawPay* in TimeSolv
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In your TimeSolv account, click on <b>Payments&gt;Settings&gt;Bank Accounts</b> .
Click on ' <b>Create Payment Profile</b> ' for the account you would like to link to
LawPay*. You can connect as many accounts as you need.
Paste the ' <b>Live Secret Key</b> ' you copied from LawPay* into the <b>Secret Key</b>
field in TimeSolv.

If the key is correct, your **LawPay\* Merchant Account(s)** will be automatically retrieved and made available in the drop-down list of options. Select the appropriate account and click **Save**.

**Receive Payments from LawPay\*** 

Click on Clients>Settings>General in Timesolv. Ensure the 'Enable Portal?' checkbox is enabled.

Below the checkbox, select the payment profile that you linked LawPay\* with (above) for receiving all your portal payments in, and click Save!

With this handy LawPay\* integration, we offer the convenience of online bill payments, and with the client portal, clients can independently view invoices, payment histories, trust balances, and details of work in progress, allowing you to focus on other areas of your business.

If you'd like TimeSolv support to help you with our LawPay\* integration, please call 1.800.715.1284 or Contact support!

<sup>\*</sup>Integration fees may apply.

## Contact support