

HOW IT WORKS

How To Get Started On Billable



THE COLLECTOR

For organisations that collect, bills, tax or any other forms of payments

I want to collect payment

1

Sign Up

by creating account by filling out the contact information



2

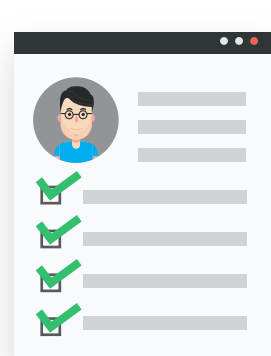
Verification

Provide your Company RC number and TIN (Tax Identification Number) for verification.

3

Contact Detail

Provide your company information including contact and physical location.



4

Revenue Type

Select from the list of predefined revenue types or Create/define revenue type

Set up Complete



THE PAYER

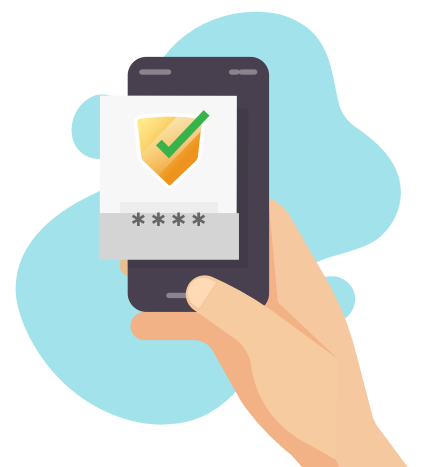
For individuals who want to make payment to agencies and organisation

I want to pay bills

1

Register

You can register or Sign up by creating An account.



2

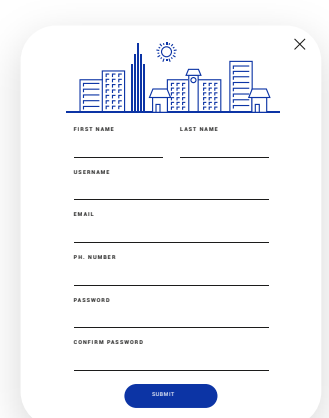
Set To Pay

Choose your payment Option and revenue Type.

3

Collection Form

Complete the form By filling in your details (What collector has set up)



4

Make Payment

Load payment gateway To make payment, and A confirmation will be sent to you.

Transaction Successful

FEATURES ON THE ACCOUNT BOARD



IGR Types

Predefined Revenue types



Approval

History of approved transactions.



Monitor And Track

Monitoring and Tracking transaction history



Report

Collective information and history of transactions on the different predefined revenue types



Dashboard

Total revenues, daily signups, total payers, issued certificates total invoice raised



Users

Agent, Administrator or Area managers (Collector can create users)



Transactions

View the lists and details of transactions, both paid, unpaid and pending.



Incentive Management

Incentives administration, monitoring, and tracking for agents or area managers that hits target

DID YOU KNOW AS A COLLECTOR ONE CAN



Set up automatic demand notice



Add a bank account and choose a payment gateway for agents and payers.



Manage role of users and manage the branches (Office branches/agents)



Activate or deactivate a role.