

Introduction

Partner Hub is a comprehensive platform designed to assist partners in managing their merchant accounts, commissions, bonuses, and related activities efficiently. This document serves as an overview guide to understand the main functionalities, features, and navigation of the Partner Hub.

Main Dashboard

The Main Dashboard serves as the central control panel for accessing various features and insights through widgets and buttons.

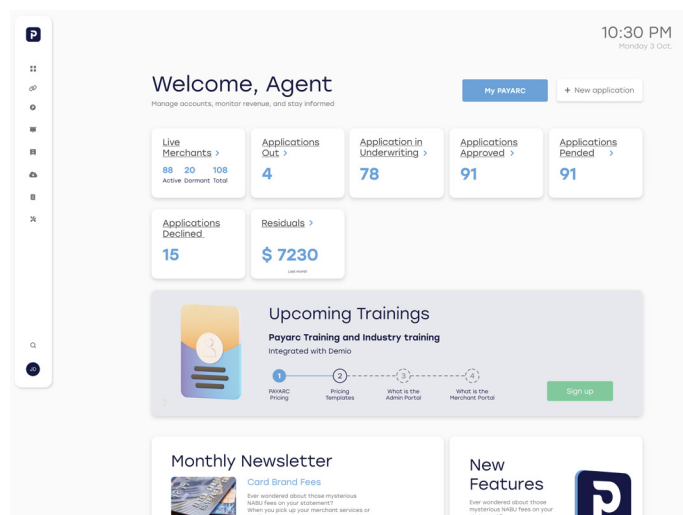
Buttons

My PAYARC

Direct access to the **My PAYARC Dashboard**.

New Application

Navigates to the **Apply Wizard** section of Partner Hub for new applications.



Dashboard Widgets

Live Merchants

Categorizes merchants into Active, Dormant, and Inactive categories. Clicking navigates to the **My Merchants Page**.

Applications Out (Apps waiting on signature), In Underwriting, Approved, Pended, Declined

Provides application status. Clicking navigates to the **Apply Wizard Page**.

Residuals

Displays partner residuals from the previous full month.

Upcoming Trainings

The latest upcoming Demio webinars will be shown in this section.

Latest News

Contains any new updates and last 3 monthly newsletters. Any notifications sent via email (product release announcements, enhancement notes) will also be available in this section.

Upcoming Releases

Forthcoming events and updates.

My PAYARC

The **My PAYARC** section offers an additional dashboard with detailed insights into various aspects related to partners' commissions, bonuses, and merchant details.

My PAYARC Overview

Merchant Activation

Displays merchants that have been activated within the last month. Clicking navigates to the **My Merchants Page**.

Bonus to be Earned

Shows pending bonus amounts for not yet activated merchants and/or pending bonus amounts due to specific terms of the Partner agreement. Clicking navigates to **Bonus Summary**.

Bonus Activity, Residuals Per Month, Partner Income

Charts and details about bonuses, residuals, and partner income.

Volume & Transactions, Chargeback & Refund Count/Amount

Insights into Top 10 merchant activities.

My Merchants

Merchant Details

Comprehensive view of merchant information including performance metrics.


Deposits & Batch Report

Summary of transactions and batch transactions for all merchants.

Deposits & Batch Transactions

Detailed transaction records with filtering options.

Apply Wizard

 Apply Wizard is embedded in Partner Hub. You can view applications, create and submit applications here. Details for submitting an application can be found in the [Apply Wizard Guide](#).

My Commission


Bonus Summary

Detailed bonus information including any true ups.


My Residuals

Details of monthly residuals with filtering options and export functionality. The default display will show the last full month of published residuals.


Chargebacks, ACH Returns

 Comprehensive list of chargebacks for all merchants in the portfolio. Filtering options and detailed merchant information is available for each chargeback.


API Keys

 Provides access to unique API keys with options to reveal, copy, revoke, or regenerate keys.

Upcoming Trainings, Marketing Materials

 Lists upcoming Demio webinars as well as the latest marketing materials, flyers, and new product release announcements.

FAQs

 Frequently asked questions related to partner accounts and merchant activities.

Partner Hub is a centralized and feature-rich platform catering to partner management, commission tracking, merchant insights, and resources. It offers a range of functionalities essential for partners to efficiently manage their accounts and grow their business. The system provides extensive details, tools, and resources for a comprehensive understanding and management of partners' business operations.