



Online ACH Banking Portal Instructions

NO FEES

Please use the following step-by-step instructions to see what is needed to make your payment using ACH.

STEP 01 ACH Pay

1. Enter your payment amount
2. Select One-Time or Recurring
3. Enter your Invoice # (refer to invoice examples in Step 2 to locate your invoice #)
4. Click 'Continue to Billing' button to move to next step

A screenshot of the FireTron ACH payment portal. The interface is clean and modern, with a blue header and a white main content area. On the left, there is a sidebar with the FireTron logo and contact information. The main content area features a progress bar at the top with four steps: "ACH Pymt Only-Max 200,000" (selected), "Billing", "Review", and "Receipt". Below the progress bar, the title "ACH Pymt Only-Max 200,000" is displayed. There are input fields for "Amount" (with a dollar sign and a note "(Amount value required)"), "Invoice #", and "Invoice # (Invoice # is required)". Below these fields are two radio buttons for "One-Time" and "Recurring" payment options. A "Total Amount" section shows "\$0.00". At the bottom, there is a "Continue to Billing" button. On the right side, there is a "Returning User?" section with a "Log In" link.

STEP 02

Billing

1. Select "Pay with Checking Account"
2. Fill out all information highlighted in yellow. Please refer to the information on your invoice.

SERVICE INVOICE

If you have a Service type invoice, fill out the following:

- Invoice #
- Work Order #
- Customer ID
- Customer Business Name
- Email Address

AIA PAY APPS/ CONSTRUCTION JOB INVOICE

If you have an AIA type invoice, fill out the following:

- Customer Job #
- FireTron Job #
- Invoice #
- Customer ID
- Customer Business Name
- Email Address

3. Click 'Continue to Review' button to move to next step

The screenshot shows a mobile app interface for a 'Billing' form. On the left, there are input fields for 'Special Instructions', 'Customer Job #', 'FireTron Job #', 'Invoice Number', 'Work Order Number', 'Customer ID', 'Customer Business Name', and 'Email'. At the bottom left, the 'Total Amount' is displayed as '\$5.00' and a 'Back' button is visible. On the right, the 'Billing' section includes a legend for required fields, radio buttons for 'Pay with CC' and 'Pay with Checking Account' (the latter is selected), and a series of yellow callout boxes highlighting required fields: 'Full Name', 'Person Entering the Transaction', 'Checking Account', 'Acct #', 'Routing Number', 'Routing #', 'Address', 'Address on the Bank Account', 'City', 'City on the Bank Account', 'State', 'State on the Bank Account', 'Zip Code', 'Zip on the Bank Account', 'Country' (pre-filled with 'United States of America'), 'Phone Number' (with a note: 'We will only contact you if there are issues with your payment'), 'Company Phone Number', and 'Special Instructions' (with examples: 'Any special instructions to: (Examples) "This is for two invoices" "Please call me"').

SERVICE INVOICE EXAMPLE

The example invoice is from FireTron Life Safety Solutions. It includes the company logo and the following details:

- Date: 1/14/2021
- Invoice No.: 162324
- Bill to: [Redacted]
- Service at: [Redacted]
- Customer ID: POW0812
- Terms: NET 30
- Technician: Bradley, Johnny M.
- Work Order: 183492
- PO Number: PQ0078937
- Cust. WO#: [Redacted]
- Salesman: Allyn, Kevin M.

Description	Quantity	Unit Price	Amount

AIA INVOICE EXAMPLES



Application and Certificate for Payment

TO OWNER: PROJECT: APPLICATION NO: 18002510003 Distributor
PERIOD TO: 4/30/2019 OWNER
CONTRACT FOR: ARCHITECT
CONTRACT DATE: PO/Project # Number is Customers Job Number CONTRACTOR
PROJECT NOS: 18-609 / 609-S-1672 / FIELD
INV #: 41415 180025108 OTHER

FROM CONTRACTOR: Firetron, Inc. VIA ARCHITECT:
 PO Box 1604
 Stafford, TX 77497 BILLING EMAIL:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Confirmation Sheet, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner.

1. ORIGINAL CONTRACT SUM
2. NET CHANGE BY CHANGE ORDERS
3. CONTRACT SUM TO DATE (Line 1 + 2)
4. TOTAL COMPLETED & STORED TO DATE (Column D + E on G703)
5. RETAINAGE:
 - a. _____ % of Completed Work (Columns D + E on G703)
 - b. _____ % of Stored Material (Column F on G703)
 Total Retainage (Lines 5a + 5b, or Total in Column F on G703)
6. TOTAL EARNED LESS RETAINAGE (Line 4 minus Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE
9. BALANCE TO FINISH, INCLUDING RETAINAGE

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G 702

PAGES 1

TO OWNER: PROJECT: APPLICATION NO: 2002330002 Distribution to:
INVOICE NO: 47085 OWNER
PERIOD TO: 11/30/2020 ARCHITECT
PROJECT NOS: 200025208 CONTRACTOR
CONTRACT DATE: 6/10/2020
JOB NO.: _____
PO NO.: 2327-315-001001
PO/Project # Number is Customers Job Number

FROM CONTRACTOR: Firetron, Inc. VIA ARCHITECT:
 PO Box 1604
 Stafford, TX 77497

CONTRACT FOR: BILLING EMAIL:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

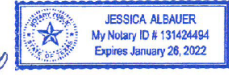
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for the Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	144,500.00
2. Net change by Change Orders		
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	144,500.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	20,226.91
5. RETAINAGE: <ol style="list-style-type: none"> a. 10.00 % of Completed Work (Column D + E on G703) 	\$	2,022.69
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	18,204.21
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	7,627.77
8. CURRENT PAYMENT DUE	\$	10,576.44
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	125,295.79

CONTRACTOR

By: Jessica Albauer Date: 11/13/2020
 Firetron, Inc.

State of: TEXAS
 County of: FORT BEND
 Subscribed and sworn to before me this 13 day of November 2020
 Notary Public: Jessica Albauer
 My Commission expires: 01/21/2022



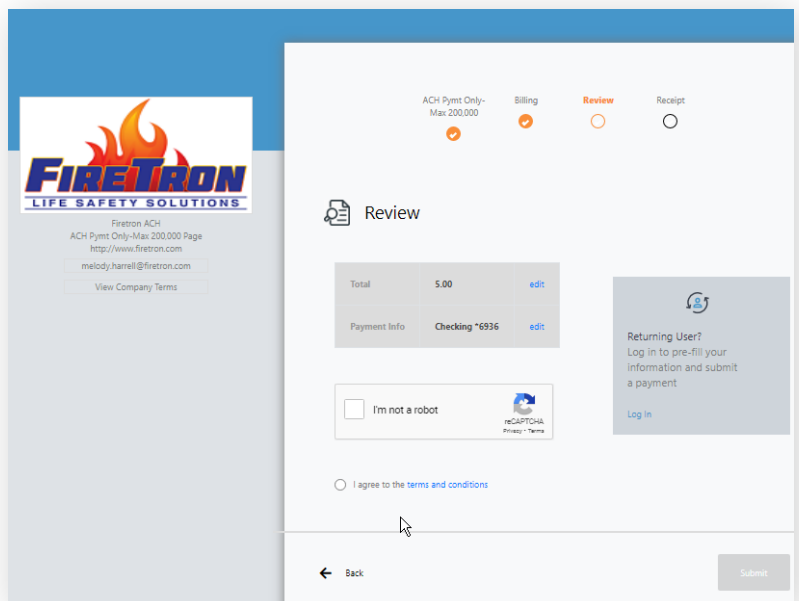
ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount

STEP 03 Review

1. Review your total
2. Check the checkbox stating that you agree to the Terms & Conditions
3. Click 'Submit' button to move to final step



STEP 04

Receipt

1. Print a copy of your receipt for your records (optional).

*Note: a copy of your receipt will also be sent to the email address entered in Step 2

2. Create an account to save your payment information for faster future payments

The screenshot shows a web interface for Firetron Life Safety Solutions. On the left, the company logo and contact information are displayed: "Firetron ACH ACH Pymt Only-Max 200,000 Page http://www.firetron.com melody.hame@firetron.com View Company Terms". On the right, a progress bar indicates the current step: "ACH Pymt Only-Max 200,000" (checked), "Billing" (checked), "Review" (checked), and "Receipt" (active). Below the progress bar, a "Receipt" section displays transaction details: "Status: Transaction Approved", "Transaction #: #3568346", "Timestamp: 4/6/2021 3:19:31 PM", "Total: \$5.00", "Payment Type: Sale", "Pay On: 4/6/2021", and "Payment Info: Checking *6936". A "Print" button is located below the receipt details. At the bottom, there is a "Create an Account" section with the instruction "Save your information for future payments by creating an account." and two password input fields labeled "Password" and "Confirm Password", followed by a "Create Account" button.

Thank You
FOR YOUR PAYMENT

