Authorize.net within MyPMS

There are few key differences regarding how the Authorize.net gateway works within the BookingCenter MyPMS system. The key takeaways are outlined below.

Other OTA Programs

Authorize.net operates within the following within MyPMS.

1. All transactions are 'authorize and capture'.
2. You are not able to issue just an 'authorization', as all transactions are both authorize and capture.
   a. The Auth feature is not available in the 'Manage Credit Cards' screen.
3. If you wish to 'Void' a transaction, this must be done within the Authorize.net portal.
   a. By void, we mean either a full refund or partial refund of a transaction that has not yet settled
4. Refunds can be issued.
   a. They can only be issued on a settled transaction, and/or
   b. Can only refund the original amount or a value less than the original amount. For example, if the original payment was for $100.00, you can only refund the $100.00 or less; not anything over $100.00.
   c. As refunds can only be issued against an existing transaction, you cannot refund a new card that does not have an existing payment.
5. For any deposits that you wish to charge for booking engine reservations (i.e. first night's deposit), please let our support department know and we can have this enabled for you.
6. The functionality under 'Authorization' (Go to **SETUP | PMS | SETUP**) does not apply to the Authorize.net module within MyPMS.

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