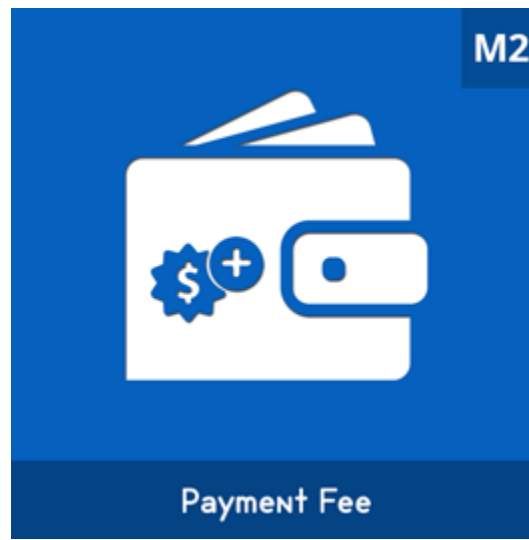


# Payment Fee User Manual



Payment Fee extension by MageComp allows store owners to charge their customers for selecting a specific payment method to complete their product purchase from all available payment methods.

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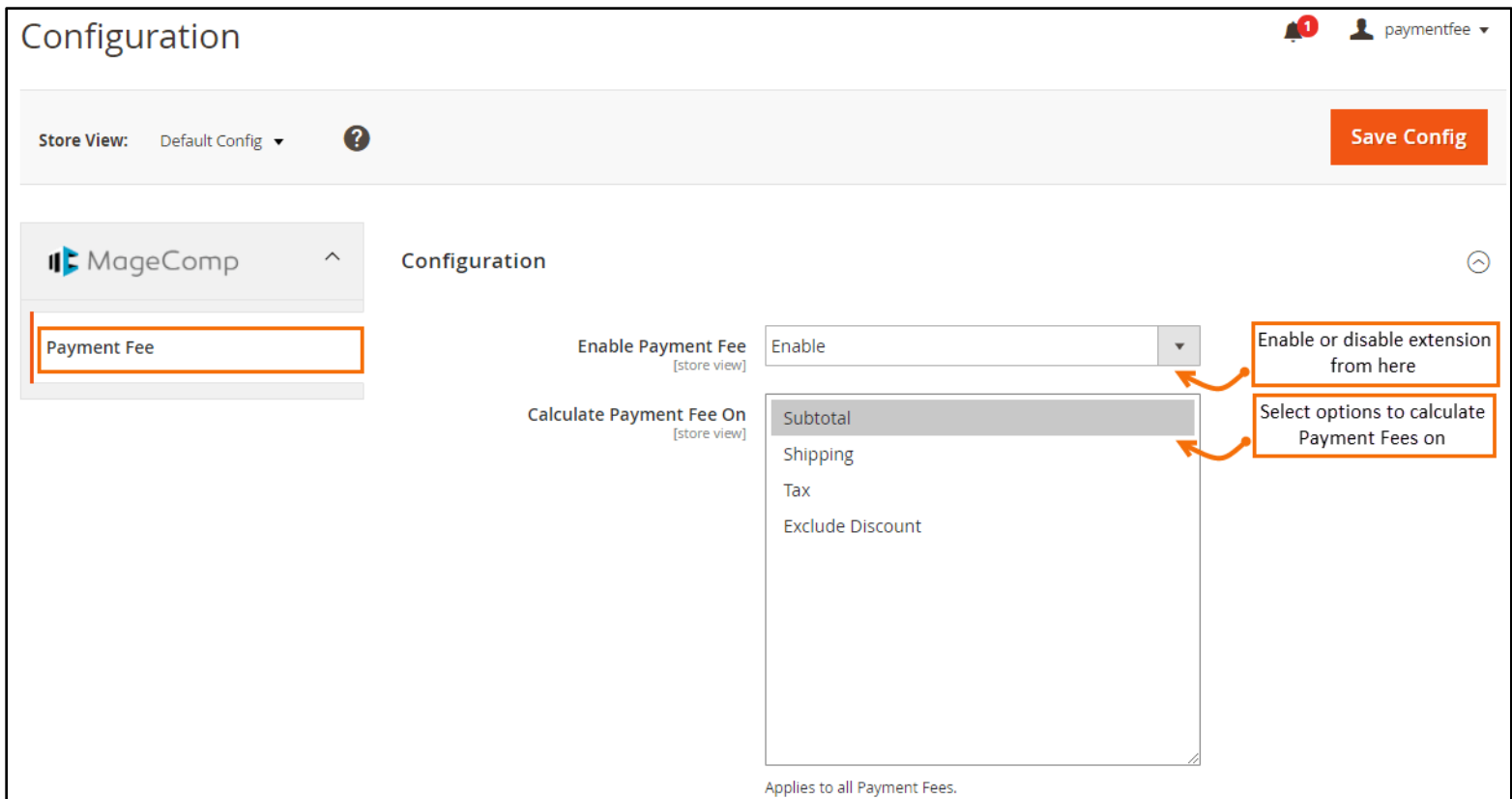
## 1. Extension Installation Guide

- Go to My downloadable products. The file that you download normally is a zip file.
- Use FTP client (such as Filezilla, WinSCP, cuteFtp) to upload or copy all folders in the zip package to your Magento site root folder. This will not overwrite any existing files, just add new files to the folder structure.
- Open Command line in folder root of Magento and run following command respectively:
  - php bin/magento setup:upgrade
  - php bin/magento setup:static-content:deploy
  - php bin/magento indexer:reindex
  - php bin/magento cache:flush
- Navigate to Stores/Configuration, if you can see the extension tab, it is installed properly.
- If you need professional help regarding [Magento Extension Installation](#), Feel free to contact us any time.

## 2. Configuration

Once you have successfully installed the extension, go to **Stores → Configuration** to configure the extension for use. Here you can find various settings for the extension.

- **Payment Fee:** Enable or disable extension from here.
- **Calculate Payment Fee On:** Select options to calculate Payment Fee on.



The screenshot displays the Magento Configuration interface for the Payment Fee extension. The page title is "Configuration" and the user is logged in as "paymentfee". The "Store View" is set to "Default Config". A "Save Config" button is visible in the top right corner. The "Payment Fee" configuration section is highlighted with an orange box. It includes the following settings:

- Enable Payment Fee** (store view): A dropdown menu set to "Enable". An annotation points to this dropdown with the text "Enable or disable extension from here".
- Calculate Payment Fee On** (store view): A list of options including "Subtotal", "Shipping", "Tax", and "Exclude Discount". The "Subtotal" option is selected. An annotation points to this list with the text "Select options to calculate Payment Fees on".

At the bottom of the configuration section, it states "Applies to all Payment Fees."

### 3. Payment Fee 1

Payment Fee can be applied on orders to charge fees on use of various payment methods. Here, you can add 5 Payment Fees based on 5 different settings and conditions.

- **Enable:** Select YES to enable payment Fee.
- **Payment Methods:** Select payment methods to apply Payment Fee on.
- **Payment Fee Type:** Select payment fee type.
- **Payment Cost (%):** Enter payment cost in percentage.
- **Payment Cost (Fixed):** Enter payment cost as fixed amount.
- **Payment Fee Label:** Enter label to show country fee in frontend.
- **Apply Group Filter:** Select YES to apply group filter on this Payment Fee type.

Payment Fee 1

You can configure 5 payment fees from here

⌵

**Enable**  
[store view]

**Payment Methods**  
[store view]

**Payment Fee Type**  
[store view]

**Payment Cost(%)**  
[store view]

**Payment Cost(Fixed)**  
[store view]

**Payment Fee Title**  
[store view]

**Apply Group Filter**  
[store view]

No Payment Information Required

Check / Money order

Cash On Delivery

PayPal Billing Agreement

Select YES to enable fee on payment methods

Select payment methods to apply fee on

Charge payment fee in

Enter payment fee in percentage

Enter payment fee in fixed amount

Enter payment fee title

Select YES to enable payment fee based on customer groups

Payment Fee 2 ⌵

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Payment Fee 3 ⌵

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Payment Fee 4 ⌵

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Payment Fee 5 ⌵

#### 4. Payment Fee in Frontend Order details

Based on various payment fees set on various payment methods, you can see them applied on order total.

Payment Method:

Check / Money order

My billing and shipping address are the same

Mage Comp  
12/424-426 Mowbray Rd West  
Sydney, California 85002  
United States  
312-787-2800

Payment Fee 1 applied on order based on payment method selection in checkout page

**Place Order**


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Cash On Delivery

Order Summary

Cart Subtotal	\$400.00
Shipping Flat Rate - Fixed	\$0.00
Payment Fee 1	\$10.00
<b>Order Total</b>	<b>\$410.00</b>

2 Items in Cart ^

	Payment Fee - simple product	\$300.00
	2	
	Qty: 1	

Based on the payment method you choose, you can see different payment fees applied on your order.

Payment Method:

Check / Money order

Cash On Delivery

My billing and shipping address are the same

Mage Comp  
12/424-426 Mowbray Rd West  
Sydney, California 85002  
United States  
312-787-2800

Payment Fee 2 applied on order based on payment method selection in checkout page

**Place Order**

---

Order Summary

Cart Subtotal	\$400.00
Shipping Flat Rate - Fixed	\$0.00
Payment Fee 2	\$40.00
<b>Order Total</b>	<b>\$440.00</b>

2 Items in Cart v

Ship To: ✎

#### 5. Payment fee in Backend Order Details

The extension designed to display payment fee in all Magento generated Backend order details, Email as well it also displays payment fee in Magento generated PDF's.

Items Ordered			Payment Fee in order details in backend						
Product	Item Status	Original Price	Price	Qty	Subtotal	Tax Amount	Tax Percent	Discount Amount	Row Total
Payment Fee - simple product 2 SKU: Payment Fee - simple product-1	Ordered	\$300.00	\$300.00	Ordered 1	\$300.00	\$0.00	0%	\$0.00	\$300.00
Payment Fee - simple product SKU: Payment Fee - simple product	Ordered	\$100.00	\$100.00	Ordered 1	\$100.00	\$0.00	0%	\$0.00	\$100.00

Order Total
Notes for this Order

Order Totals	
Subtotal	\$400.00
Shipping & Handling	\$0.00
Payment Fee 2	\$40.00
<b>Grand Total</b>	<b>\$440.00</b>
<b>Total Paid</b>	<b>\$0.00</b>
<b>Total Refunded</b>	<b>\$0.00</b>
<b>Total Due</b>	<b>\$440.00</b>

## 6. Deactivation of Extension in Case of Emergency

Go to `app` → `etc` → `config.php` and find `'Magecomp_Paymentfee'` => `1`, and replace `1` with `0`.

If something goes wrong, please contact us at <https://magecomp.com/support/>

## 7. FAQs

- **What if I get “Access denied” error after installation of the extension?**

Whenever you get Access denied error while clicking on the extension tab after installation, log out admin panel and re-login.

Thank You!

Take a look at our other feature rich extensions:



Custom Options Absolute Price by MageComp allows adding one off charges as absolute pricing to Magento store products.

[Know More...](#)



Surcharge helps charging customers' orders with additional fees or charges like small order fee, group surcharge, country & region fee and product surcharge.

[Know More...](#)

[VISIT OUR  
MAGENTO STORE](#)