

Princess EZpay

We're excited to announce Princess EZpay, a convenient new monthly payment plan option for your clients.* Please use this training piece to familiarize yourself with this new feature.

Key Highlights

Convenient auto charge feature - on the same day each month[^]

Booking Confirmation triggers during Monthly Payment Plan sign-up (including Payment Plan Schedule and Terms & Conditions)

Credit cards accepted

Card on file may be updated at any time

Clients may be signed up upon deposit or at any time after the deposit is paid

Plan may be canceled at any time

Monthly payments automatically recalculated if increased or additional payments are made, or if the card is declined

Auto-triggered Decline Notification with recalculated payment schedule sent if card is declined

When autocharged, Monthly Payment charge notification is automatically sent with auto-change amount and payment schedule

*Bookings made in AUD, NZD, GBP and EUR not currently eligible for Monthly Payment Plan.

[^]Payments scheduled for last day of given month will correspond to last day of each month thereafter.

Getting Started

From the **Credit Card Payment** screen, you may initiate the monthly option by selecting the "Monthly" option in the **Autocharge** dropdown.

MAIN MENU | HELP | FEEDBACK | EXIT Language: English

Booking: WXGR3K Click to Chat POLARONLINE

CREDIT CARD PAYMENT RCRP - CREV - QPPO

Review balance due and submit payment. Return to Booking Confirmation to refresh balance due. RCRP-00071 ENTER REQUIRED INFORMATION

BOOKING INFORMATION	PAYMENT HISTORY
Booking	Received 0.00
Group	Balance Due 12,813.26
Status B CRUZ ONLY	Deposit 12,813.26
Departure 23DEC18	Vacation Protection 799.26
First Passenger TEST	Currency USD

CREDIT CARD INFORMATION
Princess Gift Card payments do not require an expiration date. At this time, Princess Gift Cards are only redeemable on US Dollar bookings.

Red indicates required information

STEP 1 - PAYMENT DETAILS	STEP 3 - CARDMEMBER INFORMATION
Final Payment Due 14DEC18	First Name SJOY
Second Deposit Due	Last Name TEST
Payment Amount	Street
Pay for Vacation Protection	Address 2:
Auto Fill Pax 1 Details	Address 3:
Card Number	House Name:
Expiration Date e.g.: MMY	City
CID/PIN	State / Country
Autocharge applicable 2nd Deposit, Monthly Payments, and Final Payment Monthly	Zip Code / Post Code
STEP 2 - ADDITIONAL DETAILS	Country
Register this Credit Card for Passengers Onboard Account Pax 1 Pax 2	Phone
	Next Payment:
	Monthly Autocharge Day:
	Total Payments:

Note: The **Monthly Payment** schedule can be viewed prior to registering the card or paying for deposit via the **Autocharge** page.

The following message will be displayed:

The Payment Schedule does not include deposit

MAIN MENU | HELP | FEEDBACK | EXIT Language: English

Booking: WXALXW Click to Chat POLARONLINE

AUTOCHARGE INFORMATION RCRP - CREV - QPPO

Type over the credit card data to change the final payment Autocharge credit card. The REMOVE AUTOCHARGE button will cancel the Autocharge.

BOOKING INFORMATION	CHANGE AUTOCHARGE CREDIT CARD
Booking Number: WXALXW	Card Number Red indicates required information
First Passenger: BESHORE	Expiration Date e.g.: MMY
Sail Date: 05JAN20	Last Name
Final Payment Date: 14OCT19	First Name
Second Deposit Date: 19FEB19	Street
	City
	State / Country
	Address 2:
	Address 3:
	House Name:
	Zip Code / Post Code 02410-7918
	Country US
	Phone Number:

REMOVE AUTOCHARGE
This will cancel the Autocharge and clear the card info from this screen.

REMOVE AUTOCHARGE

Autocharge Type Monthly

Monthly Autocharge Day 15

Payment Schedule

14DEC19 8,311.26
14JAN20 8,311.26
14FEB20 8,311.26 2
14MAR20 8,311.26
14APR20 8,311.26
14MAY20 8,311.26
14JUN20 8,311.26
14JUL20 8,311.26
14AUG20 8,311.26
14SEP20 8,311.26
14OCT20 8,311.26 Final Payment

Once the client's card is registered and the deposit is paid, POLAR Online will display **Next Payment date, Amount** and **Total Payments** .

CREDIT CARD PAYMENT
Review balance due and submit payment. Return to Booking Confirmation to refresh balance due. RCRP-0007I ENTER REQUIRED INFORMATION

BOOKING INFORMATION

Booking	
Group	
Status	G CRUZ ONLY
Departure	05JAN20
First Passenger	

PAYMENT HISTORY

Received	9,000.00
Balance Due	\$1,423.86
Deposit	9,000.00
Vacation Protection	6,299.86
Currency	USD

CREDIT CARD INFORMATION
Princess Gift Card payments do not require an expiration date. At this time, Princess Gift Cards are only redeemable on US Dollar bookings.

Red indicates required information

STEP 1 - PAYMENT DETAILS

Final Payment Due 14OCT19
Second Deposit Due 19FEB19
Payment Amount
Pay for Vacation Protection
Auto Fill
Card Number
Expiration Date e.g.: MMYY
CID/PIN

STEP 2 - ADDITIONAL DETAILS

Register this Credit Card for Passengers Onboard Account
Pax 1
Pax 2

STEP 3 - CARDMEMBER INFORMATION

First Name
Last Name
Street
Address 2:
Address 3:
House Name:
City
State / County
Zip Code / Post Code
Country
Phone

Next Payment: 6,311.26 14DEC18
Monthly autocharge day: 14
Total payments: 11

TEST

Removing Autocharge
You may elect to remove the Autocharge option at any time by simply clicking on the appropriate button on the **Autocharge Information** screen.

AUTOCHARGE INFORMATION
Type-over the credit card data to change the final payment Autocharge credit card. The REMOVE AUTOCHARGE button will cancel the Autocharge.

BOOKING INFORMATION

Booking Number	
First Passenger	
Sail Date	05JAN20
Final Payment Date	14OCT19
Second Deposit Date	

REMOVE AUTOCHARGE
This will cancel the Autocharge and clear the card info from this screen.

MONTHLY PAYMENT SCHEDULE
The payment schedule does not include the deposit.

Autocharge Type Monthly
Monthly Autocharge Day 14
Total Amount Received 27,000.00
Balance Due 73,423.86
Balance Due Date 14OCT19
Deposit Due 0.00
Deposit Due Date
Second Deposit Due Date

Payment Schedule

14DEC18	6,674.89
14JAN19	6,674.89
14FEB19	6,674.89
14MAR19	6,674.89
14APR19	6,674.89
14MAY19	6,674.89
14JUN19	6,674.89

CHANGE AUTOCHARGE CREDIT CARD
Complete all required fields.

Red indicates required information

Card Number
Expiration Date e.g.: MMYY
Last Name
First Name
Street
City
State / County
Address 2
Address 3
House Name
Zip Code / Post Code
Country
Phone Number

Updating Autocharge

Alternatively, the flexibility exists to manually update the credit card on file for the client. To do so, simply update the information appearing under **Change Autocharge Credit Card**.

MAIN MENU | HELP | FEEDBACK | EXIT Language: English

Booking: **WX4LXW** [Click to Chat](#) **POLARONLINE**

AUTOCHARGE INFORMATION RCRQ - CREV - QPPO

Type-over the credit card data to change the final payment Autocharge credit card. The REMOVE AUTOCHARGE button will cancel the Autocharge.

BOOKING INFORMATION

Booking Number
First Passenger
Sail Date 05JAN20
Final Payment Date 14OCT19
Second Deposit Date

REMOVE AUTOCHARGE

This will cancel the Autocharge and clear the card info from this screen.

REMOVE AUTOCHARGE

MONTHLY PAYMENT SCHEDULE

The payment schedule does not include the deposit.

Autocharge Type

Monthly Autocharge Day

Total Amount Received 27,000.00

Balance Due 73,423.88

Balance Due Date 14OCT19

Deposit Due 0.00

Deposit Due Date

Second Deposit Due Date

Payment Schedule

14DEC18	8,674.89
14JAN19	8,674.89
14FEB19	8,674.89
14MAR19	8,674.89
14APR19	8,674.89
14MAY19	8,674.89
14JUN19	8,674.89

CHANGE AUTOCHARGE CREDIT CARD

Complete all required fields.

Red indicates required information

Card Number

Expiration Date e.g.: MM/YY

Last Name

First Name

Street

City

State / Country

Address 2

Address 3

House Name

Zip Code / Post Code

Country

Phone Number