



## How to Use E-Pay Email Links

Please note that links are good for seven days, but will not work if forwarded to another email address.

Additionally, our payment processor, One, Inc., charges a 2.99% fee for credit card payments. There is no charge for EFT transactions.

 **webinquiries@oneincsystems.com**  
Your Openly Inc policy payment is due.  
To: [\[Email Address\]](#)

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### Insurance Notification

Hello [\[Name\]](#)

Thank you for choosing Openly Inc for your insurance needs. Your policy number 123456 has an outstanding amount due of \$200.00.

Please select the button bellow to make a payment.

[Make a Payment](#)

Please do not reply to this email.

### Policy Information

|               |          |
|---------------|----------|
| Policy Number | 123456   |
| Insured Name  | [Name]   |
| Amount Due    | \$200.00 |

① You, as the agent or policyholder, will receive the following email on your end.

### Please make a payment

Your policy has an outstanding amount due. Please provide payment information and make a payment. For credit card payment a convenience fee of \$ 5.98 will be added.

**CREDIT CARD** ☒ **E-CHECK** ☐

**CREDIT CARD**

Cards Types Accepted:    



Month

Year



[Continue](#)

### Policy Information

|               |          |
|---------------|----------|
| Policy Number | 123456   |
| Insured Name  | [Name]   |
| Amount Due    | \$200.00 |

② There is the option to click Make a Payment via credit card or EFT.

### Authorize payment

By selecting Submit Payment, you are authorizing Openly Inc to charge your payment method the total amount specified below.

|                      |                          |
|----------------------|--------------------------|
| Payment Type         | Visa Card Ending in 1111 |
| Amount Due           | \$200.00                 |
| Convenience Fee*     | \$5.98                   |
| Total Payment Amount | \$205.98                 |

[Go back](#) [Submit payment](#)

\* The total amount to be charged to your credit card will be the policy payment amount plus a \$5.98 convenience fee. We use a third party to process credit card payments and they charge the fee for the convenience of this alternative payment option.

### Policy Information

|               |          |
|---------------|----------|
| Policy Number | 123456   |
| Insured Name  | [Name]   |
| Amount Due    | \$200.00 |

③ Once entered, the screen asks you to review your information and submit the payment.



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**Payment Confirmation**  
Your payment was processed successfully. You can download, print or send your receipt.

DOWNLOAD

PRINT

Email ☒ Text ☐

SEND

**TRANSACTION SUMMARY**

|                      |                          |
|----------------------|--------------------------|
| Transaction ID       | 29016325                 |
| Transaction Date     | 3/10/2021                |
| Payment Type         | Visa Card Ending in 1111 |
| Policy Number        | 123456                   |
| Payee Name           |                          |
| Payment Amount       | \$200.00                 |
| Convenience Fee      | \$5.98                   |
| Total Payment Amount | \$205.98                 |

We appreciate your business and look forward to serving you in the future.

Openly Inc

**Policy Information**

|               |          |
|---------------|----------|
| Policy Number | 123456   |
| Insured Name  |          |
| Amount Due    | \$200.00 |

Privacy Policy and Disclaimer

4 A payment confirmation screen allows you to print, email or text a copy of the receipt/transaction summary.

**webinquiries@oneincsystems.com**  
Thank you for your payment to Openly Inc.  
To:

**Payment Confirmation**  
Thank you for your payment.

**TRANSACTION SUMMARY**

|                      |                          |
|----------------------|--------------------------|
| Transaction ID       | 29016325                 |
| Transaction Date     | 3/10/2021                |
| Payment Method       | Visa Card Ending in 1111 |
| Policy Number        | 123456                   |
| Payee Name           |                          |
| Payment Amount       | \$200.00                 |
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**Policy Information**

|               |          |
|---------------|----------|
| Policy Number | 123456   |
| Insured Name  |          |
| Amount Due    | \$200.00 |

5 This is a view of the receipt/transaction summary.