Department for the Administration of Facilities (SUZ)

# Payment of accommodation and other services in the accommodation system ISKAM

#### Obsah

Payment of liabilities	2
Using the payment gateway	3
Charge of Main account	5

### Payment of liabilities

In the main menu "Bank account – Basic information" you see below an overview of all liabilities. In this case, there is for example accommodation and washing machine.

You can pay in several ways:

- Using the payment gateway button RECHARGE AND PAY OUTSTANDING DEBTS.
- In cash or using a payment terminal on dormitory
- Bank transfer 1793102/0800, IBAN: CZ74 0800 0000 0000 0179 3102, BIC (SWIFT) code: GIBACZPX, your variable symbol will see in the menu "Bank account – Basic information"

<b>**</b> •	Bank account <del>-</del>	Accommodation -	Service reservations Links -	LOGOUT
Accommodation deposit :			0 Kč	۲
Amount to be returned :			0 Kč	٢
Kauce na vypůjčené vybavení :			0 Kč	٩
RECHARGE AND PAY OUTSTANDING DEBTS			MasterCart Maestro VISA VISA	MasterCard. SecureCode. Verified by VISA

CONTACT PERSON	✓ EDIT
Contact person not specified.	

OUTSTA	NDING DEBTS AFTER MATURITY			
Due date	Description	Total amount	Paid	To be paid
1/10/2018	Jarov III. G - Pračky - Student	30 Kč	0 Kč	30 Kč
Total		30 Kč	0 Kč	30 Kč

OUTSTA	NDING DEBTS BEFORE MATURITY			
Due date	Description	Total amount	Paid	To be paid
1/20/2018	Ubytování 31.12.2017 – 31.01.2018	3,720 Kč	0 Kč	3,720 Kč
Total		3,720 Kč	0 Kč	3,720 Kč

#### Using the payment gateway

- 1) If you want to use payment gateway, you should go to "Bank account Basic information" and click the button RECHARGE AND PAY OUTSTANDING DEBTS.
- 2) Tick off debts you want to pay and click CHARGE.



3) Check the amount and confirm.

CHARGE ACCOUNT	Amount To pay	3750 3750.00	KČ KČ
Bank account transfer*			Using payment gateway**
<b>IBAN:</b> CZ74080000000	0001793102		phone and address) to the issuer of the payment card for possible
BIC: GIBACZPX			exception from TRA, which will make it possible to simplify the payment process. See this site for more information.
Variable symbol: 8880099240 OR Payment:	j days.		<ul> <li>CONLINE PAYMENT</li> <li>Image: A starting of the starting of</li></ul>

4) Fill in the required information from your card D-Pay.If there is a confirmation of information, the payment was successful. Otherwise, please repeat the proces.

* •	<b>global</b> payment	Ve spolupraci s ČESKÁ Š spořitelna	⊗
	Select the payme	nt method	
Card inform	ation		
01 / 25	0 000 0000	0000	
	🕑 Pay 3,750.0	00 CZK	

5) You will be redirected back to the accommodation system where you inform about (not) the success of the payment. If your payment is unsuccessful, please re-check your bank account settings (especially if your card has payments enabled on the Internet and there is a sufficient balance on your account).

## Charge of Main account

It is possible to charge the main account of this amount shall be deducted accommodation and other services.

Instructions for charging main account:

1) In the main menu "Bank account – Accounts".

	Basic information		
	Accounts		
ACCOUNTS	Cards		
Account type		Balance	Detail
Main account		0 Kč	Charge
Accommodation deposit		0 Kč	Charge
Booking deposit		0 Kč	Charge
Amount to be returned		0 Kč	٩
Kauce na vypůjčené vybavení		0 Kč	٩
			MasterCard Maestro MasterCard. SecureCode.

2) Click to charge in Main account.

ACCOUNTS			
Account type	Balance	Detail	
Main account	0 Kč	۲	Charge
Accommodation deposit	0 Kč	٩	Charge
Booking deposit	0 Kč		Charge
Amount to be returned	0 Kč	٢	
Kauce na vypůjčené vybavení	0 Kë	٢	

3) Enter how much you want to charge your Main account (price per night and total price you can see in the main menu "Accommodation – Accommodations list" - Detail) and confirm.

CHARGE ACCC	DUNT			
		Amount	0	KČ
		Το pay	0.00	KČ
Bank account transfer*	•			Using payment gateway**
IBAN:	CZ74080000000	0001793102		□ I agree with the transmission of my personal data (name, e-mail, phone and address) to the issuer of the payment card for possible
BIC:	GIBACZPX			exception from TRA, which will make it possible to simplify the payment
Variable symbol:	8880099240			ONLINE PAYMENT
QR Payment:		days.		

4) Fill in the required information from your card D-Pay.If there is a confirmation of information, the payment was successful. Otherwise, please repeat the proces.

	globalpayment	Ve spolupraci s ČESKÁ Š spořitelna	8		
	Select the payme	nt method			
Card inform	ation				
5555 555	5 5555 5555				
01/25		0000			
	⊘ Pay 3,750.00 CZK				

5) You will be redirected back to the accommodation system where you inform about (not) the success of the payment. If your payment is unsuccessful, please re-check your bank account settings (especially if your card has payments enabled on the Internet and there is a sufficient balance on your account).