

TeamUnify Account Charges & Online Payments FAQ

The Billing Summary tab of your account is the main tab to see balance information about your account.

ACCOUNT MEMBERS **BILLING SUMMARY** HISTORICAL BILLING INFORMATION PAYMENT SETUP SERVICE HOURS CLASSES AGREEMENTS DUES SCHEDULE

UNAPPLIED PAYMENT \$0.00 BALANCE DUE \$40.00 OVERDUE \$0.00 Export Statement

Search for items... Customize Filters... **Default View (modified)**
Transaction Date: Last 7 Days Source Types: Regular, Late Fee

Last 7 Days All Types Regular, Late Fee All Statuses Apply Payments... + Payment...

TOTAL ITEMS: 1 TOTAL CHARGES: \$40.00 TOTAL PAYMENTS: \$0.00 TOTAL CREDITS: \$0.00

Type	Title	Date	Due Date	Amount	Balance
CHARGE	Team Fee	08/16/2023	09/10/2023	\$40.00	\$40.00

2 transactions not shown due to filters

If you have an auto-payment method on file, your balance due, plus any new monthly charges will be charged automatically on the 10th of the month. If you would like to see the projected charges that will hit your payment method prior to the 10th you can run the simulate billing option.

PROJECTED CHARGES \$110.00 PROJECTED PAYMENTS \$0.00 On 09/30/2023: UNAPPLIED PAYMENT \$0.00 BALANCE DUE \$150.00 OVERDUE \$150.00

Filter by transaction title All types Status Filter

TOTAL ITEMS: 2 TOTAL CHARGES: \$150.00 TOTAL PAYMENTS: \$0.00 TOTAL CREDITS: \$0.00

Type	Title	Date	Due Date	Amount	Balance
CHARGE	John (1st) Sapphire/Year-Round	09/01/2023	09/10/2023	\$110.00	\$110.00
CHARGE	Team Fee	08/16/2023	09/10/2023	\$40.00	\$40.00

Export Statement Simulate Billing... Save Payment... Export Customize Columns...

If you would like to make an on demand payment for your account prior to the monthly billing run you can use the green +Payment button to make an on demand payment.

New Payment for Charge

Title: On Demand Credit Card Payment Amount: \$ 40.00 Payment Method: Credit Card

Description: Payment posted by:

Please select the target charges:

Charge Item	Date	Balance	Apply Amt	Remaining
Team Fee	09/10/2023	\$40.00	\$ 40.00	\$0.00
TOTAL:		\$40.00	\$40.00	\$0.00

Total 1 charge with outstanding balance.

TOTAL PAYMENT AMOUNT: \$40.00 EXTRA FEES: Processing Organization's Management Fee: \$0.00

After payment: UNAPPLIED PAYMENT: \$0.00 BALANCE DUE: \$0.00

Unsaved changes Start Credit Card Payment... Cancel

Swim Meet Charges

Fees for swim meets will be charged directly to your on-demand payment method on the first day of the meet. Once the deadline to enter the meet has passed, all meet fees are due regardless of if a swimmer is able to participate in the swim meet. The team still owes payment to the host team for your swimmer even if they don't swim in the meet for any reason.

Teamunify Help Articles Relating to Online Payments

-[How to add a credit card or ach to account for auto pay](#)

-[Credit Card & ACH Security](#)

-[Billing Simulation](#)

- [How to make on demand payments](#)