# ••• verifone

https://verifone.cloud/docs/online-payments/pay-link/product-catalog Updated: 20-Jun-2025

## **Product catalog**

## Overview

The **Product Catalog** feature allows merchants to add and edit product information, making it easily reusable while creating Pay By Links and initiating payments via <u>Virtual Terminal</u>. This saves a lot of time and effort while creating the payment link or when merchants accept payments over the telephone or email, via Virtual Terminal.

## Availability

To check which roles can add / edit / remove a product or see the product catalog list check our <u>Users and</u> <u>merchants roles</u> documentation.

This feature is available only on request. If you are interested in using the *Product Catalog*, contact your Verifone representative.

## Add new product

Follow the below steps to create the product and store it in Verifone Central.

1. Go to **Commerce** > *Payment tools* > **Product Catalog**.



2. Click on Create Product.

Product Catalog		
Type a Product Name		
Organizations V		

- Fill in the mandatory fields in the *New Product* page, to proceed in creating the product and click on Save & Close.
  - **Organization**: Select the organization for which the product is added.
  - **Product Name**: Enter the name of the product or service.
  - **Product Currency/Price**: Select the currency and enter the cost of the product (per unit).
  - **Product ID/SKU**: A unique identifier or stock-keeping unit for the product.

Organization	Product Currency/Price
- Select -	Currency 0.00
Product Name	Product ID/SKU
Enter a name	Enter an id/sku
Product Description (Optional)	Product URL (Optional)
Enter a description	Insert product url

4. The newly created product will be displayed in the product catalog list. You can always search for a product after applying the relevant filters.

## **Product Catalog**

Type a Product Name				
Organizations (+1) 🗸	Clear filter			
Name	ID/SKU	Amount/Price	Currency	Or
Test	123456	1.00	EUR	Ve
Results per page	<b>~</b>		Go to j	bage

#### Editing an existing product

You can edit the details for an already added product, by following the below steps.

The *Organization* and *Product ID/SKU* fields cannot be edited, and the product needs to be created again under the new/updated organization or with the new/updated product ID.

From the *Product Catalog* list, select the product for which the details need to be updated. Once the information is updated click on **Save & Close**. You can search for the products using the product name.

## **Edit Product**

#### Organization

Parent

#### **Product Name**

Book

#### Product Description (Optional)

Enter a description	

#### Product Currency/Price

EUP M	100	
	1.00	

#### Product ID/SKU

1234	
Product URL (Optional)	
Insert product url	
Cancel	Save & Close

#### **Deleting an existing product**

You can delete and already created products, by following the below steps.

From the *Product Catalog* list, search for the product you wish to remove by entering the *Product Name* in the search bar or by selecting the organization for which the product was created and click on the delete icon.

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Product Catalog				
Test				
Organizations (+1) V Clear filter				
Name	ID/SKU	Amount/Price	Currency	Organization
Test	122456888800	1.00	USD	Verifone
Results per page 10 ^				Go to

Confirm the action, by selecting **Yes**, **Delete**, or do not remove the product, by selecting **No,Keep**.



## Add product details in Pay by Link

In the Create payment link page, when <u>creating the payment link</u>, select the **Amount & product** option to display the product information fields.

Payment Settings	Link Setting	3	Done
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Use Product Cata Product Name Search by product name Product description (Option Enter a description Quantity Price per unit	al)	Product ID/SKU (Op	v tional)
Use Product Cata Product Name Search by product name Product description (Option Enter a description Quantity 1 v EUR	al) t 0.00	Product ID/SKU (Op	v tional)
Use Product Cata Product Name Search by product name Product description (Option Enter a description Quantity Price per unit 1 ~ EUR Total Price	al)	Product ID/SKU (Op	tional)

In the *Product Name* field, you can choose one of three options:

You can turn ON or OFF the *Use Product Catalog* option by selecting the toggle button. If turned OFF, the product information will need be added manually and the product will not be added to the *Product Catalog* page.

- Search the product by product name and the details will prepopulate in their respective fields.
- Add to product catalog: if a product is not present in the catalog, then you can proceed by adding a product to the catalog. Follow the steps from the <u>Add new product</u> section.
- **Manually enter product**: this option disables the *Use Product Catalog* feature and allows you to enter the product manually.

The product entered manually will not be saved in the catalog.

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Use Product Catalog	9	
Product Name		
Search by product name		^
+ Add to product catalog		
+ Manually enter product		
Type to search		
Quantity Price per unit		Product ID/SKU (Optional)
1 🗸 EUR	0.00	
Total Price		EUR 0.00
		Add Brodu
Total Price	0.00	EUR 0.0
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