

# Payments Policy - Version 4

## 1. Purpose

This document outlines the policy for payments handled by our organization.

## 2. Policy Summary

We aim to ensure all payments are processed efficiently. Contact [support@company.com](mailto:support@company.com) for issues or clarifications.

## 3. Payment Processing

All payments must include a transaction reference number.  
This ensures accurate tracking of each payment.

## 4. Payment Processing

Payments via mobile wallet are processed within 2 hours.  
Mobile wallet transactions use real-time verification.

## 5. Payment Methods

Split payments are allowed with a 1.5% surcharge.  
Surcharge covers additional processing for split transactions.

## 6. Payment Rules

Payments exceeding \$500 require two-factor authentication.  
Security is enhanced for large transactions.  
  
Payment failures trigger an automatic retry after 24 hours.  
Retries ensure payment completion without manual intervention.

## 7. Summary

Condition Type	Details	Explanation
Payments	All payments must include a transaction reference number.	This ensures accurate tracking of each payment.
Payments	Payments via mobile wallet are processed within 2 hours.	Mobile wallet transactions use real-time verification.
Payments	Split payments are allowed with a 1.5% surcharge.	Surcharge covers additional processing for split transactions.

Condition Type	Details	Explanation
Payments	Payments exceeding \$500 require two-factor authentication.	Security is enhanced for large transactions.
Payments	Payment failures trigger an automatic retry after 24 hours.	Retries ensure payment completion without manual intervention.

8. Contact

For queries, email support@company.com or call 0800-123-456 during business hours (9 AM - 5 PM, Monday to Friday).