Smartcat

Issuing payment requests to your client

The procedure below describes how to create and deliver a payment request to your clients via Smartcat.

1. Click **My payouts** in the main panel and then click **Request a Payment** in the **Get paid for non-Smartcat projects** pane.
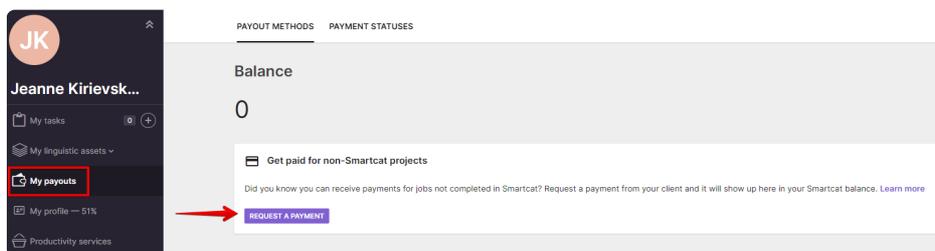
2. In the **Payment request** form, provide the required details, check that they are correct and click **Next**.

3. Enter your client's email address. You can use the predefined message wording or customize it for the specific client. Click **Send Request** after all the necessary adjustments.

Payment request

✕

Email *

Invitation language
English ⌄

Message *

Hello,
I suggest you pay me via Smartcat by credit
card or wire transfer. I look forward to
working with you again in the future.
Kind regards,
Jeanne Kirievskaya

BACK   **SEND REQUEST ON $ 80**

Your request will be sent to your client via email and you will be notified accordingly.

Thank you!

✕

Your request and payment instructions have been sent to your client.

Once the invoice is paid, your balance will be instantly updated. After that, your earnings will be automatically transferred to you using your preferred method. Make sure you have provided your payment details on the My payouts page.

GOT IT

Upon receiving your request, the client will make the payment with one click. Once the payment is received by Smartcat, the funds will be credited to your Smartcat balance and automatically sent to you via your preferred payout method.

Smartcat Team
Updated: June 18, 2022