

Client Portal User Guide

Create a password

Follow the link in the email you received, you will be prompted to create a password

Set Password

Passwords must be:

- At least 6 characters long
- Must contain at least one lower case letter
- Must contain at least one upper case letter
- Must contain at least one number

Password

Confirm Password

[Set password](#)

Login

Once a password has been created, login using your Arrangement Reference, User name and password

Log in

Please enter your account details and arrangement reference

Arrangement Reference

User name

Password

Remember me!

[Log in](#) [Reset password](#)

Your Account

Once logged into the Client Portal select 'Your Account' from the main menu

Account Payments - WAN-73942

You can make payments to the account using the Make Payment button below.

Arrangement Fees	
Professional Services	£1000.00
Conveyance	£0.00
Barnard	£1250.00
Ashes Casket	£0.00
Limousine	£240.00
Limousine	£240.00
Crematorium	£720.00
Cremation form 4	£82.00
Total	£3532.00

Payment	
13 Apr 2021 Credit Card	Opayo@CC8C9519-5F34-E94A-BCCB-B4925E30C533 £1000.00
Total £1000.00	

Refunds	
There are no refunds to this account.	

Make Payment	Account Balance £2,532.00
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The funeral charges, including disbursements, are displayed along with any payments made and an up to date 'Account Balance'.

To make a payment select 'Make Payment', amend the 'Payment Amount; if the full balance is not being paid then select 'Pay Now'

Make Payment

Billing Address

Address Line 1

Town/City





Postcode United Kingdom

Card Details

Card Holder Name

Card Number

Exp MM Exp YY CVV

[Pay £2,532.00](#)

An automatic email receipt is issued and we are notified of your payment.