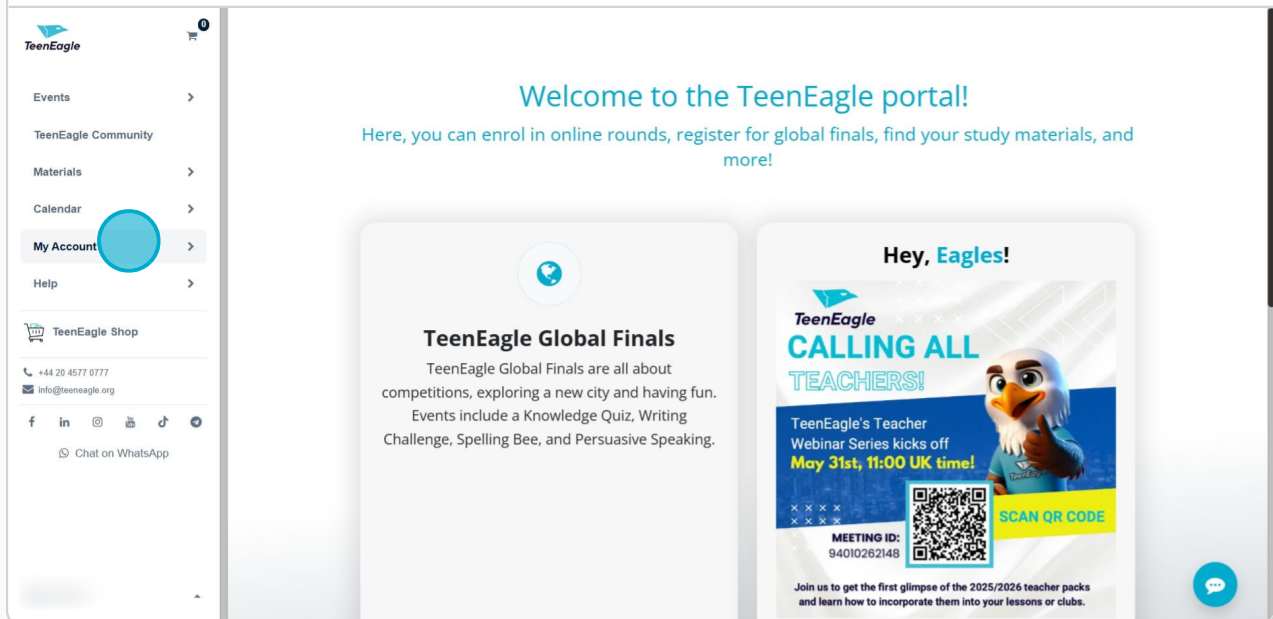


# How To Make Overdue Payment

This guide explains how to access and understand your invoices on the TeenEagle App, check payment statuses, determine overdue payments, and complete payments using different methods, including enabling automatic payments.

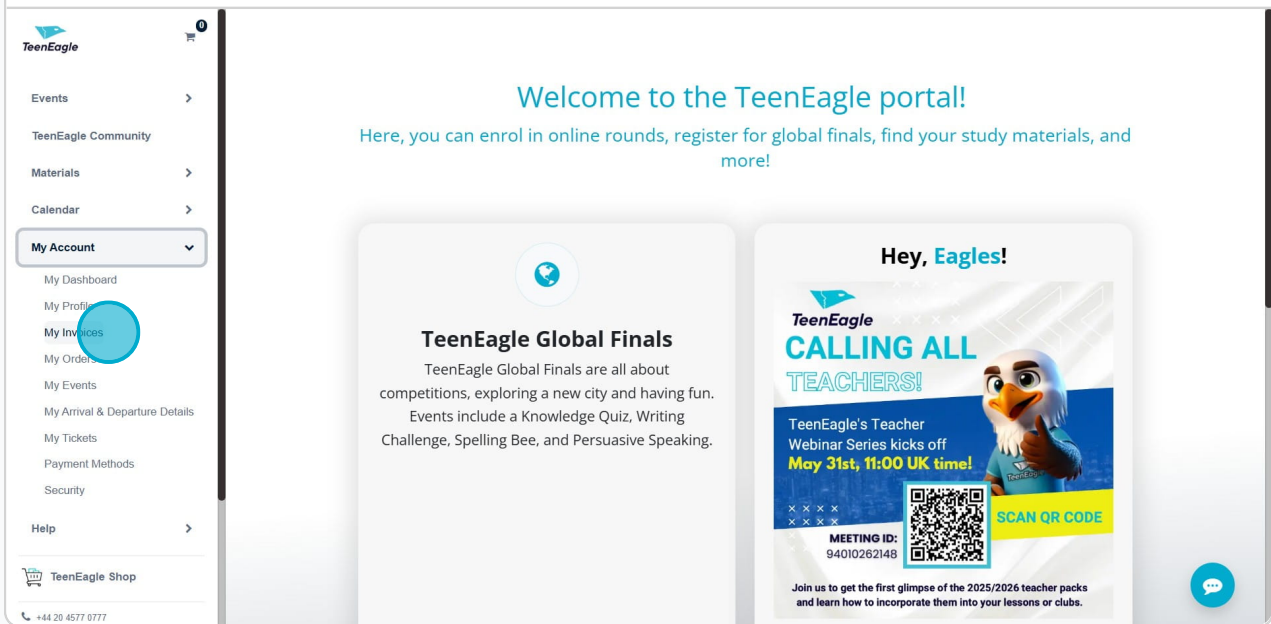
1 Navigate to <https://app.teeneagle.org/>

2 Click on "My Account"



3

Click on "My Invoices"



Once you access your invoice page, you will see the invoice dashboard, which allows you to monitor payments and invoices generated for you. In the section highlighted in purple, you'll find the "Payment Status" column.

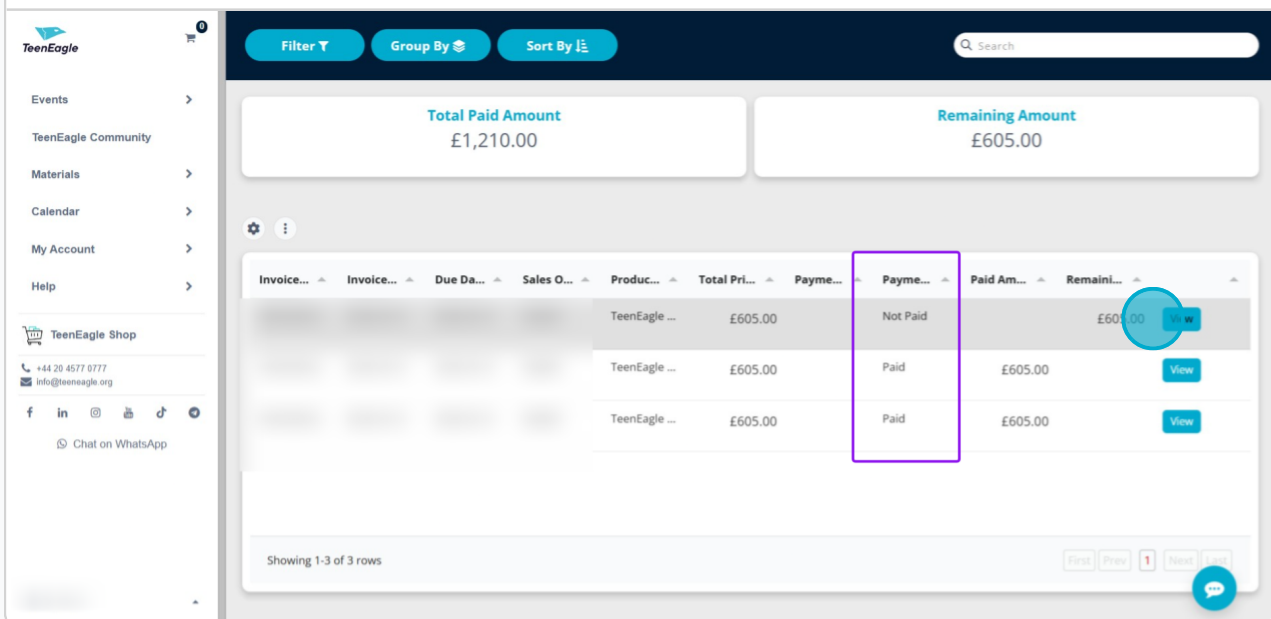
4

This column indicates one of two states:

Paid

Not Paid.

To determine if a payment is overdue, select the **"View"** button associated with the specific invoice in that row.



5

As shown on the invoice detail page, this invoice is 38 days overdue. The red rectangle indicates the overdue duration. To proceed with payment, simply click the '**Pay Now**' button

TeenEagle

Events >

TeenEagle Community >

Materials >

Calendar >

My Account >

Help >

TeenEagle Shop

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info@teeneagle.org

f in @

Chat on WhatsApp

£ 605.00

38 days overdue

Pay Now

Partial Pay

Dropdown Menu Button

Download Report

Dropdown Menu Items

Salesperson

Powered by odoo

TeenEagle

OSCAR EDUCATION

57 Eden Street  
Kingston upon Thames  
KT1 1DA London  
United Kingdom

Invoice INV/2025/00648

Invoice Date: 14/04/2025 Due Date: 14/04/2025 Source: 502487

DESCRIPTION	QUANTITY	AMOUNT
TeenEagle Global Finals - United Kingdom (Experience Pack, Regular room)	1.00	£ 605.00
<b>Total</b>		<b>£ 605.00</b>

Payment Communication: INV/2025/00648  
on this account: OSCAR EDUCATION LIMITED

Terms & Conditions: <https://app.teeneagle.org/terms>

6

Click on "Card"

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**Pay with**

CHOOSE A PAYMENT METHOD

Card \$0.00 Fees

Discover MasterCard Visa

Pay

7

After clicking the '**Pay Now**' button, a payment modal will appear.

Simply fill in the details for your chosen method and click '**Pay**.'

If you prefer automatic payments, check the box marked with a red rectangle. Enabling this ensures future installments are paid automatically on their due dates.

The screenshot shows a 'Pay with' modal on the TeenEagle website. The modal is titled 'Pay with' and has a close button (X) in the top right corner. Below the title, it says 'CHOOSE A PAYMENT METHOD'. There are two options: 'Card' (selected) and 'Bank Transfer'. The 'Card' option shows a fee of '\$0.00 Fees' and logos for AMEX, DISCOVER, and VISA. The 'Bank Transfer' option shows logos for VISA, MASTERCARD, and AMEX. The 'Card' option has fields for 'Card number' (1234 1234 1234 1234), 'Expiration date' (MM / YY), 'Security code' (CVC), and 'Country'. Below these fields, there is a checkbox labeled 'Save my payment details' which is highlighted by a red rectangle. Below the checkbox, it says 'These payment details will be saved for future installments!'. To the right of this text, it says 'Secured by Stripe'. At the bottom right of the modal is a 'Pay' button. The background of the website shows the TeenEagle logo, navigation menu, and a list of items for sale.

QUANTITY	AMOUNT
1.00	£ 605.00
£ 605.00	

Alternatively, our finance team also can provide a direct payment link for specific over due payment. Same rules as I explained earlier are applied in here as well. Choose your method and just fill in necessary fields and click on "**Pay**" button and then your over due transaction will be completed