Setting Up Your Business Stripe Account to Accept Payments

The stripe payment gateway allows your clients to place an order on your website. When a transaction occurs you will be notified via email. Your billing including customer info , dates, balances and transaction amounts are stored in your secure dashboard at Stripe.Com

Step 1: Create a Stripe Account

1. **Visit Stripe's Website**
   - Go to Stripe.
2. **Sign Up**
   - Click on the "Start now" button.
   - Fill in the info and Click "Create account."
3. **Verify Your Business Email**
   - Check your inbox for a verification email & Click the verification link
4. **Complete Business Details**
   - Log in to your new Stripe account.
   - Follow the prompts to enter your business details, including your business name, address, and business type.

Note to Sales Reps:

It is still recommended that client setup uses "General…" or "Miscellaneous…" categories when setting up. Avoid selecting or typing "pharmaceutical" or "nutrition" or "supplement" categories.

Step 2: Link Your Business Checking Account

1. **Navigate to the Dashboard**

2. **Add a Bank Account**

3. **Verify Your Bank Account**

Step 3: Generate a Restricted Access Key

1. **Navigate to API Keys**
    - In your Stripe Dashboard, go to the “Developers” section on the top of the page.
    - Click on the “API Keys” tab at the top of the page.
2. **Create a Restricted API Key**
    - Click on the “+Create Restricted Key” button.
    - Name the key (e.g., “Client Access Key”).
    - Enable the following **write** permissions:
        - **All Check Out Sessions** – Enable write access
        - **Tax Rates** – Enable write access
        - **Tax Calculations and Transactions** – Enable write access
        - **Tax Settings and Registrations** – Enable write access
    - Click the “Create Key” button at the bottom of the page.
3. **Save and Copy the Access Key**
    - When the pop-up appears:
        - **Copy** the Access Key that was generated (you will need to paste this into the onboarding form). If you fail to copy the key at this stage, you will need to delete it and start over to create a restricted api key.
        - Add a note: example “Dr’s Client Access Key.”
        - Click the “Save” button.
4. **Complete Onboarding**
    - Return to your onboarding form.
    - Paste the access key into the "Stripe API Private Key" field.
    - Submit your onboarding form.
    - You will receive a success page/email with important information for the next step.
      This step will also include a **link for the Endpoint** that you need to use in Step 4 below.

Step 4: Enable Stripe Webhooks

1. **Input Your Endpoint URL**

   - The Endpoint URL was provided on the success page and in email during onboarding. Copy this URL for use in webhooks.

     Ex: *https://**yourpagename**.foodresearchproducts.com/stripe-webhook/*

2. **Set Up Webhooks**

   - Goto https://dashboard.stripe.com/webhooks/
   - On the **Webhooks** tab (presented on page)

Note: Depending on the age of your account, the experience may vary .

Older accounts setup will flow these steps:

- Under the Webhooks/**Hosted Endpoints** section, click the [Add Endpoint] button.
- Paste the Endpoint URL that you copied earlier.
- Click on the "Select Events" button.
- Scroll down and expand the "Checkout" row.
- Select "**checkout.session.completed**" by clicking the checkbox.
- Click the "Add Events" button.
- Scroll down to the bottom and click the "Add Endpoint" button.

Newer accounts follow these steps: (Stripe's new Workbench/Webhooks experience)

- Click on the Add Destination button
- Click on Api Version dropdown – *Choose **Latest Api Version***
- Scroll down and click on Checkout row (expands)
- Click to mark the "checkout.session.completed" field
- Click the continue button at bottom of your page

- Destination Type is Webhook Endpoint (by default) > Click the Continue button
- Paste in your store Endpoint URL, and click the Create destination button

All new accounts

Check your Stripe Account account for customer email notifications. Click to Enable Successful Payments by visiting this link below.

Link: https://dashboard.stripe.com/settings/emails

Congratulations!

You have successfully completed the onboarding process.

Your doctor's page is now live and ready to accept patient orders.
