# Payment Method

The *Payment Method* is used to identify how a customer has paid. Examples are *Check, Cash, Gift Certificate, etc.*



Payment Method drop-down values are added from the *Gear (icon) > Settings > General > Drop-down Lists (left menu) > Transaction > Payment Method.*

You have the option to hide a value in drop-down lists within Jackrabbit using the **Hide from users** checkbox.

# Drop-down List Editor

← RETURN    💾 SAVE CHANGES

**Choose List**

Frequently Asked Questions
**Class Management, Enrollment & Revenue Reporting**
    Category 1 (Income Categories)
**Class**
    Category 2
    Category 3
    Duration
    Room
    Session
    Status
**Family**
    Contact Types
    ePayment Schedule
    Membership Type
    Source (How did you hear about us?)
    Status
**Other**
    Vendor Types (Costumes/Apparel)
**Staff**
    Certifications
    Position
    Skills
**Student**
    Drop Reason
    Enroll Type
    Gender
    Martial Arts Belt Size
    Sizes (T-shirt, Vendor Size,Chart Size)
    Skill Level Attained
    Skill/Level Category
    Student Uniform Size
**Transaction**
    Item Tax Rates
    **Payment Method**
    Quick Discount
    Transaction Subtypes

**List: Payment Method**

*Tip: Shorter values reduce word-wrapping on your screens and reports.*

Add Row

> Check *Hide from users* to hide a value from drop-downs list within Jackrabbit.

**Hide from users**

| Value | | | |
|---|---|---|---|
| Amex | (reserved) | ☐ | |
| Bad Debt | | ☐ | Delete |
| Bank Draft | (reserved) | ☐ | |
| Cash | | ☐ | Delete |
| Certifikids (10%) | | ☐ | Delete |
| Chargeback | | ☐ | Delete |
| Check | | ☐ | Delete |
| Class Credit | | ☐ | Delete |
| Community Coupon (5%) | | ☐ | Delete |
| credit card | (reserved) | ☐ | |
| Discover | (reserved) | ☐ | |
| Fundraiser | | ☐ | Delete |
| Gift Card Redeemed | | ☐ | Delete |
| Groupon (20%) | | ☐ | Delete |
| MC | (reserved) | ☐ | |
| Scholarship Credit | | ☐ | Delete |
| Visa | (reserved) | ☐ | |
| Write-off | | ☐ | Delete |