AXS

Merchant Portal Quick Guide

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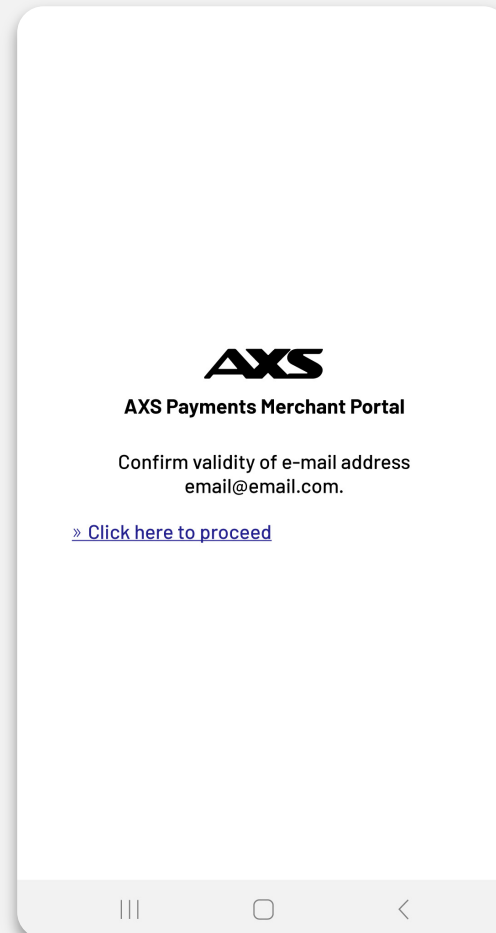
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Contacting Support

Setting up your account

Step 1
Email verification

- An email will be sent to you from noreply@axsasia.com

- To activate your account, click the verification link in the email within 24 hours of receiving it

- If needed, you may request a new verification link at https://merchant.axsasia.com/

- If you did not initiate this request, please disregard the email

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AXS Payments Merchant Portal

Confirm validity of e-mail address email@email.com.
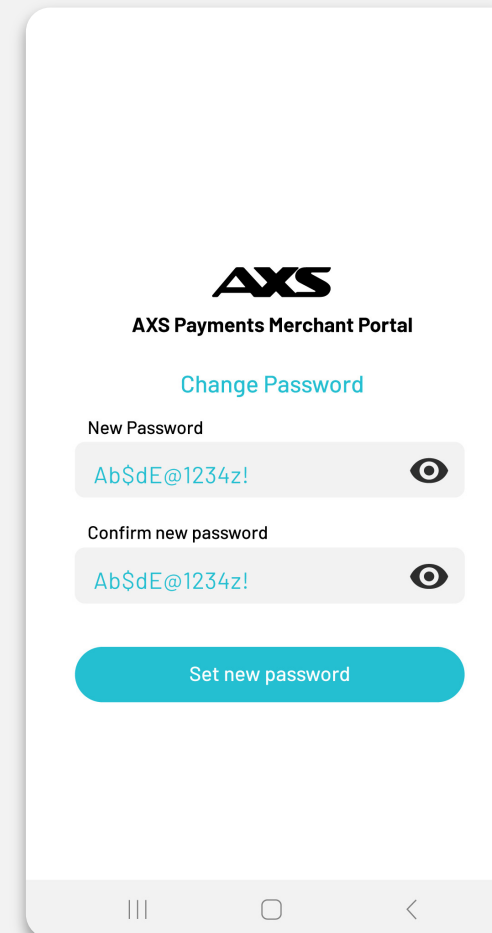
» Click here to proceed

Step 2
Set your password
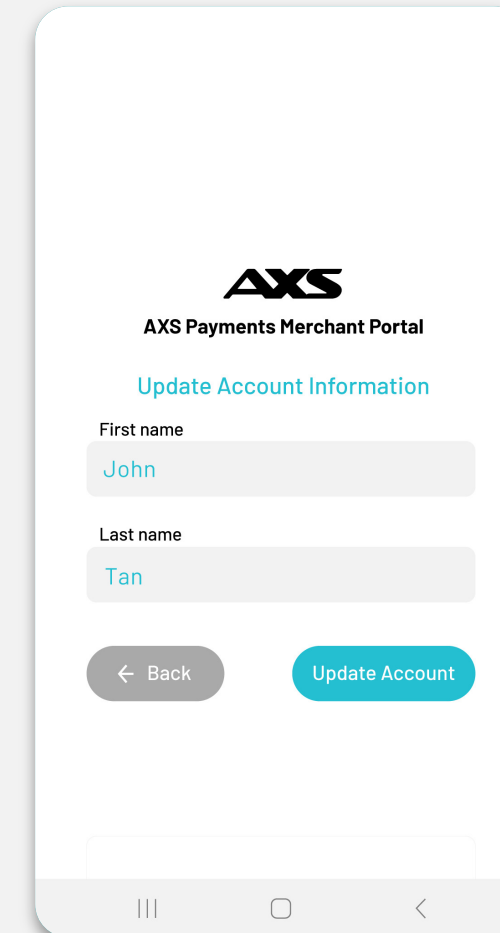
Create a secure password for your account.

Your password must be:

- At least 12 characters long

- Includes one uppercase letter (A-Z)

- Includes one lowercase letter (a-z)

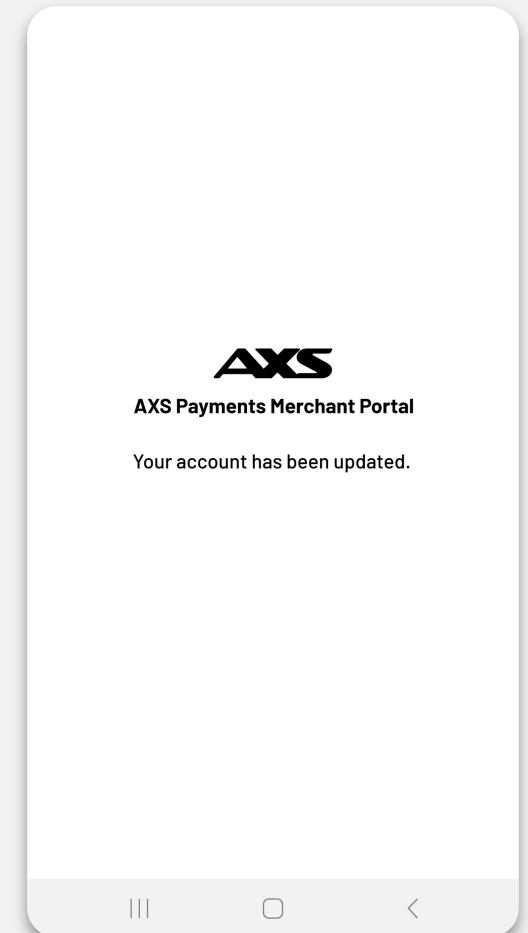- Includes one number (0-9)
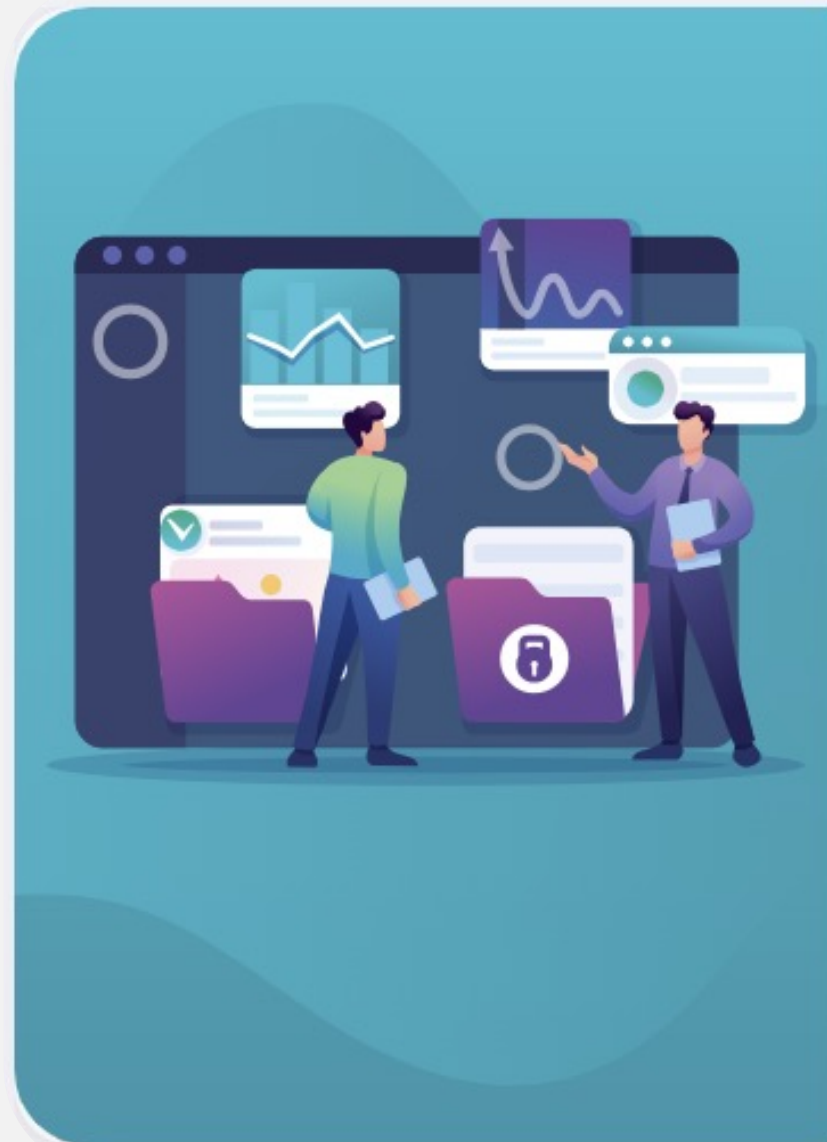
- Includes one special character (!@#$%^&*)

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AXS Payments Merchant Portal

Change Password

New Password

Ab$dE@1234z!

Confirm new password

Ab$dE@1234z!

Set new password

Step 3
Enter your name

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AXS Payments Merchant Portal

Update Account Information

First name

John

Last name

Tan

← Back   Update Account

Step 4
Account is successfully set up

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AXS Payments Merchant Portal

Your account has been updated.

Login to Merchant Portal

Step 1

Navigate to https://merchant.axsasia.com/

Step 2

Sign in using your registered email address and password

Portal Functions

✅ Transactions

Access real-time updates on transaction statuses, including successful, voided, or declined payments.

✅ Settlements

A comprehensive settlement reports to reconcile your payouts with bank transaction efficiently.

Portal Functions

✅ **Invoices**

Download monthly invoices for your records, available from the third business day of each month.
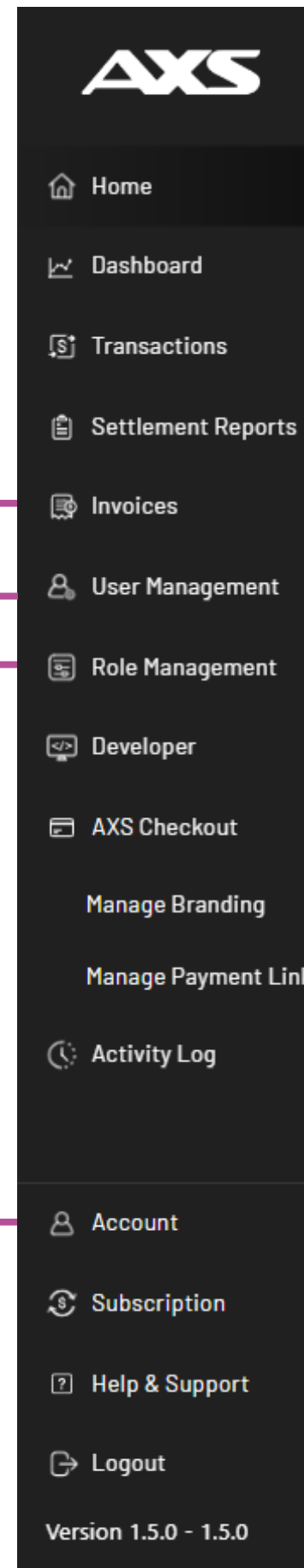
✅ **User Management**

Add and manage user access within your organization

✅ **Role Management**

Create roles and customise access rights for group of users e.g. Administrator, Finance, Developer.

✅ **Account**

Update your account password.

AXS

- ⌂ Home
- ⌁ Dashboard
- Ⓢ Transactions
- 🗐 Settlement Reports
- 🧾 Invoices
- 👤 User Management
- 🗐 Role Management
- </> Developer
- ▭ AXS Checkout
-   Manage Branding
-   Manage Payment Link
- ⏱ Activity Log

- 👤 Account
- ⟳ Subscription
- ☐ Help & Support
- ⤷ Logout

Version 1.5.0 - 1.5.0

✅ **Developer**

Retrieve application credentials for Drive/ Checkout/PayCube integration.

✅ **AXS Checkout**

Customise your payment page branding and manage payment links.

✅ **Subscription**

View services your are currently subscribed to.

User and Role Management

Step 1

Navigate to **User Management** from the main dashboard

Step 2

Click **Add User**

Step 3

Enter the user's email address and assign the appropriate access level

Step 4

Choose the role at the **UEN, MID or TID** level: Superuser, Finance, Developer or your customised role

Setup Checkout – No Code

AXS Checkout is designed to give businesses of all sizes **a seamless way to accept online payments**. Merchants can:

- **Design Hosted Payment Pages**
  Customise checkout pages with logos, brand colours, and redirect links to deliver a trusted, branded payment experience – all without heavy development work.

- **Generate or Manage Payment Links**
  Create secure payment links instantly and share them via WhatsApp, SMS, or email. Payment links can be set for with flexible validity and capture consumer remarks.

Design Hosted Payment Page

Generate or Manage Payment Link

Setup Integration Credentials (Developers)

AXS **makes integration straightforward for developers**.
With just a few clicks, businesses can:

- **Create app credentials**

  Generate a unique Client ID and Secret for secure authentication.

- **Manage applications**

  Add, edit, or delete app credentials directly via the portal.

- **Start integration quickly**

  Credentials allow developers to quickly integrate and begin accepting
  payments without heavy setup.

**For Developers:
Create App Credentials for Integration**

Developer – Application Creation

Account
010070292292 – Live Pa... ∨

Create Application Credentials For AXS Checkout

Application Name

Perfume

Cancel   Create

Developer   Account
010130888888 – AXS De... ∨
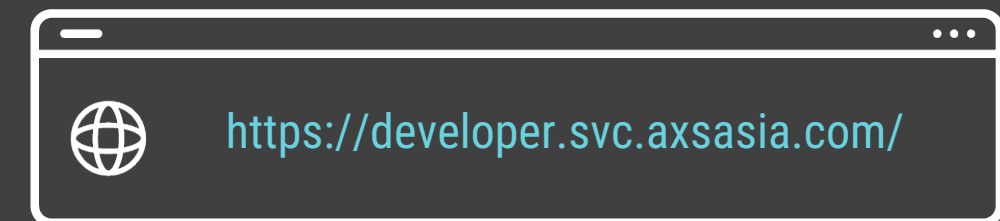
Application Credentials
Create applications credentials for AXS Checkout and PayCube.

+ Create

> M Perfume Workshop   Delete

> WSW   Delete

Visit Developer Portal to view integration documents

Navigate to

https://developer.svc.axsasia.com/
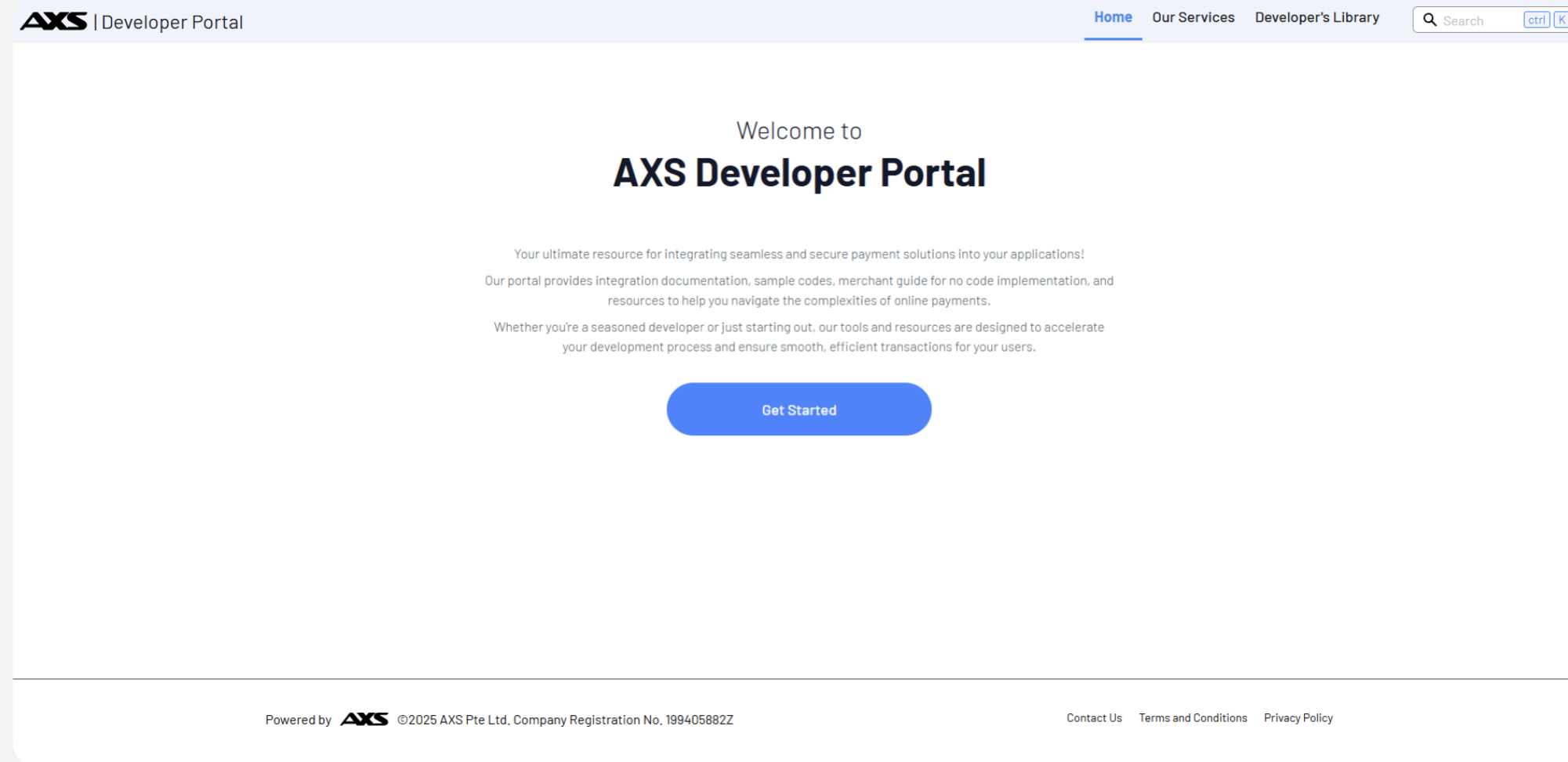
Need help?

Contact our support team:

6560 2727

Operating hours:

Weekdays: 8.30am – 8.30pm

Weekend/PH: 8.30am – 6pm

Thank you

20 Kallang Ave #10-01, Pico Creative Centre Lobby B, Singapore 339411

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