

**Modulr** 





Modulr is the payments technology of choice for the accounting industry:





# How to use this playbook

We've compiled useful information about Modulr to have at hand when talking to your clients. It tells you all about the product and what your clients can expect. If you have suggestions on how to improve this document, we are always happy to accommodate them.





## What is it?

### Proposition & elevator pitch

We've teamed up with Modulr to offer a payments account, which enables a fast, secure and easy way to make and manage payments – and it works with whichever accounting software you choose to use.

Payroll payments can now be initiated within your chosen software without the need for payment files, allowing for a flexible, secure and fast way for accountants and bureaus to manage client payroll.

Integrating with Modulr enables accountant and bureaus to provide their clients with seamless payroll workflows. The single and secure online portal allows accountants and bureaus to make payroll payments at the same time as running client payroll, saving them and their clients precious time, removing manual processes, and eliminating costly errors.

## How it works

### Manage payment workflows in 3 easy steps

#### 01 | Run payroll as normal

Once payslips are finalised within your chosen accounting software, select 'pay by Modulr' to send the payment instructions to Modulr, without the need for manual payment file exporting.

#### 02 | Approvers are notified payments are awaiting approval

The person authorised to make payments is notified that payments are pending approval and logs into the Modulr portal to approve by secure mobile two factor authentication.

#### 03 | Top up the Modulr account

Transfer funds to the Modulr account in one single transaction from the primary business account. Once the account is funded, employees can be paid in minutes.



### How it works

What are the features of this product?

It's an API connection between Modulr's payments and account infrastructure and whichever accounting software you prefer to use – which then syncs payroll calculations to payment entries. From a single and secure portal, employers/accountants/bureaus can view pending and paid payments and approve outstanding payments.

## What are the benefits for accountants?

1. **Save time and maximise efficiency:** Remove manual processes and the risk of insecure file transfers. There's no more need for manual exports or file uploads to banks.
2. **Eliminate costly payroll errors:** No one likes to make mistakes, especially when it's employees that need paying. Ensure you pay the right amount on time, every time without double and triple checking the payment file.
3. **Secure and compliant network:** Get peace of mind with secure, encrypted communication between parties, with easy to manage approval flows.
4. **Real-time and 24/7 payments:** Get ultimate convenience with real-time and 24/7 payments with Faster Payments, giving you the flexibility to schedule payments in advance or make last minute changes.

## What is Faster Payments?

### A summary

Faster Payments Service (FPS) is owned and operated by leading retail payments authority Pay.UK, the company also responsible for Bacs payments and cheques, as well as related services such as mobile app Paym, the Current Account Switch Service, and many others.

## Comparison

### Why use Faster Payments over Bacs?

#### Bacs

- File-based export/upload. Manual process across multiple systems
- Payments settled in 3 days. Funds tied up throughout process
- Only available on business working days (within 3-day cycle period)
- Requires alternative and higher-cost arrangements to make payments at short notice
- Failed payments require manual tracing
- Manual input leaves process prone to error/security risk
- Unable to provide for gig economy/emerging payment structures

#### Faster Payments

- No file upload
- Payments settled within 90 seconds
- Payments can be sent 24/7, 365 days a year
- One-off and emergency payments can be made at any time
- Bank details checked at setup and anomalies automatically highlighted
- Automation improves accuracy, reduces errors and increases security
- Serves gig economy/emerging payment structures with BAU process

## How to onboard your clients

### Instructions for your clients

1. You will receive an email inviting you to register to use the Modulr portal.
2. You will need to enter some basic information regarding their business – Modulr require this for compliance purposes. Requested documents can be submitted to Modulr electronically.
3. Modulr will review your application. Subject to information being provided correctly, most clients are approved within one day. We'll be in touch directly if any further information is required.
4. Once Modulr has accepted your application, you will receive a welcome email.
5. Download Authy onto your smartphone via an app store, or Google Chrome on your desktop. Authy is a two-factor authentication app that provides an additional layer of security by ensuring that only you can access your account. You will need it to login.
6. Login to the portal and type in your accountant's Delegate Reference Number to link your account – a representative from Modulr can talk you through this.
7. Your accountant will be notified that you've signed up successfully, and they can start processing payments through Modulr on your behalf. Your accountants can then view and manage clients payment workflows in the Modulr portal.

## What is the Delegate Reference Number?

The Delegate Reference Number is a unique code allocated to an Accountant or Bureau and used to link their client accounts to the practice account. Your clients must enter your Delegate Reference Number when they first login to their portal to link. Your Delegate Reference Number can be found by clicking on your company name in the top right-hand corner of your dashboard.

### **What is our relationship with Modulr?**

We've partnered with Modulr to allow us, your accountant, to quickly and easily instruct payroll payments on your behalf - while you retain control through a robust and simple approval process. Modulr is an award-winning Payments as a Service API platform - built for businesses that need faster, easier and more reliable ways to move money. Accountants or Employers who wish to use the Modulr service must sign up for a Modulr Payment Account separately and pay any associated fees to Modulr.

### **Why is Modulr asking me to provide additional information or documentation about my business?**

Modulr is regulated by the FCA and therefore is required to conduct due diligence checks on everyone to which it provides financial services. Customers may be asked to provide documents to support these checks. To make this easier, customers can send all of these documents electronically. The faster we receive this information, the faster our customers can start benefiting from the Modulr integration.

### **How long does the onboarding process take?**

Once the correct information has been provided, most accountants clients are approved within one day. We'll contact an accountant or their client directly should we require any further information. Modulr has a dedicated support desk to assist.

### **How does Modulr protect the funds on its platform?**

Modulr is authorised and regulated by the FCA as an Electronic Money Institution (FRN: 900573). This means we can issue e-money accounts with account numbers and sort codes. As a direct participant of the Faster Payments and Bacs schemes, we hold and settle funds at the Bank of England, providing reliability and security for our users.

As an authorised and regulated Electronic Money Institution we're required to keep 100% of our customers' money safeguarded at the Bank of England and totally separated from our own funds. This means that e-money held in Modulr accounts is protected from any risk associated with our insolvency excluding costs deducted by the insolvency administrator, as laid out by the FCA.

Our platform is built and operated to the highest levels of security, utilising web application firewalls, DDoS protection, threat detection, certificate management, penetration testing and two-factor authentication as well as being PCI compliant. We take a security first approach to everything – protecting your data, your business and your customers.



## Get in touch

### Modulr contacts

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