

Monetra®

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v9.10.0 Build 240318009

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First Data - North (aka Cardnet) (CARDNET)

Help Desk Phone: 800-555-9966

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Merchant Number	1 - 12 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers)
Terminal ID	6 Alpha-Numeric	C D E G	TERMID	Terminal Identification Number
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions. If blank will attempt autoprovisioning.
Prestigious Property	1 Alpha		PPROPERTY	Lodging Prestigious Property indicator
Service Phone	10 Numeric		SERVICEPHONE	Phone number for client to call for assistance formatted as NNNNNNNNNN
Merchant Tax ID	9 - 15 Alpha-Numeric		TAXID	Merchant Tax ID / FEIN / Federal Employee ID Number. Required for Level 2 and/or 3 processing.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Tokenization ID	4 Alpha-Numeric		TOKENIZATION	Assigned Tokenization ID by First Data. When configured, will tokenize all cards. Required when using encryption.
Encryption	1 - 11 Alpha		ENCRYPTION	Whether or not to support TransArmor Encryption. Leave blank if not supported. Possible values: UnsignedRSA, IngenicoRSA.
Token Acceptance Only	1 - 5 Free Form		TOKENACCEPTONLY	Setting this value to true when tokenization is enabled will prevent auto-tokenization, but allow acceptance of tokens. Must be off if using encryption.

Token Acceptance Only



FNIS (aka Certegy) [FM2 + DL/CheckNo] (Certegy)

Help Desk Phone: Not on file

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
FM2 Merchant ID	10 Numeric		FM2MERCHANTID	Merchant ID assigned by processor for FM2 transactions
FM2 Business Merchant ID	10 Numeric		FM2MERCHANTIDBIZ	Merchant ID assigned by processor for FM2 transactions (for business checks)
DL + CheckNo Merch ID	10 Numeric		DLCMERCHANTID	Merchant ID assigned by processor for Drivers License + Check No transactions
DL + CheckNo Business Merch ID	10 Numeric		DLCMERCHANTIDBIZ	Merchant ID assigned by processor for Drivers License + Check No transactions (for business checks)
Terminal Type	3 Free Form		TERMTYPE	Do not specify unless explicitly instructed. (Defaults to B.0)

FNIS (aka Certegy) [FM2 + DL/CheckNo] (Certegy)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Restaurant(F) Lodging(H)

Complete all the required fields below. Grey blocks represent required minimum lengths.

FM2 Merchant ID

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FM2 Business Merchant ID

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DL + CheckNo Merch ID

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DL + CheckNo Business Merch ID

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Terminal Type

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FNIS (aka Certegy) ECC [FM1 + FM2 ECC] (CertegyECC)

Help Desk Phone: 800-597-9833 Option 3

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
FM1 Merchant ID	10 Numeric		FM1MERCHANTID	Merchant ID assigned by processor for FM1 transactions
FM2 Merchant ID	10 Numeric		FM2MERCHANTID	Merchant ID assigned by processor for FM2 transactions
Terminal Type	3 Free Form		TERMTYPE	Do not specify unless explicitly instructed. (Defaults to B.0)

FNIS (aka Certegy) ECC [FM1 + FM2 ECC] (CertegyECC)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Restaurant(F) Lodging(H)

Complete all the required fields below. Grey blocks represent required minimum lengths.

FM1 Merchant ID

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FM2 Merchant ID

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Terminal Type

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Certegy ECC Image Repository (CERTEGYIMGREPO)

Help Desk Phone: Not on file

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
ECC Merchant ID	1 - 20 Free Form	C D E G	ECCMERCHID	Merchant ID assigned by processor for ECC. nnnnn- nnnnnn-nnnn nnnnn- nnnnnn.nn-nnnn
Customer key	1 - 32 Free Form		CUSTOMERKEY	Customer key provided by 4Access Communications. Do not specify unless explicitly instructed.
Device ID	0 - 50 Free Form		DEVICEID	Device ID to send with every image upload. Do not specify unless explicitly instructed.

ChockStone [gift] (ChockStone)

Help Desk Phone: 1-877-723-7324

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Terminal ID	1 - 20 Numeric	C D E G	TERMID	Terminal ID assigned by ChockStone
Domain	1 - 20 Free Form	C D E G	DOMAIN	The domain where the profile ID exists. Usually set to the client corporate name.
USD Profile ID	1 - 20 Free Form		USDPROFILEID	Identifier assigned by ChockStone. Indicates the authenticated user who initiated the request for US Dollars.
USD Seller Profile ID	1 - 20 Free Form		USDSELLERPROFILEID	Identifier assigned by ChockStone that indicates the Store or Merchant where the request originated for US Dollars.
USD Profile Password	1 - 20 Free Form		USDAUTHPASS	The password that corresponds to the USD Profile ID.
CAD Profile ID	1 - 20 Free Form		CADPROFILEID	Identifier assigned by ChockStone. Indicates the authenticated user who initiated the request for Canadian Dollars.
CAD Seller Profile ID	1 - 20 Free Form		CADSELLERPROFILEID	Identifier assigned by ChockStone that indicates the Store or Merchant where the request originated for Canadian Dollars.
CAD Profile Password	1 - 20 Free Form		CADAUTHPASS	The password that corresponds to the CAD Profile ID.
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default ranges of 6277. Specify as MIN1-MAX1;MIN2-MAX2 etc.

First Data - Compass (Auth) (COMPASS_AUTH)

Help Desk Phone: Not on file

Supported Card Types: (C)redit, (D)ebit

Merchant Field	Field	Required	Monetra Name	Description
Division Number	6 - 10 Numeric	C D E G	DIVISION	Division Number or Merchant ID

First Data - Compass (Auth) (COMPASS_AUTH)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Mail-Order/Phone-Order(M) E-Commerce(E)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Division Number

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First Data - Compass (Settle) (COMPASS_SETTLE)

Help Desk Phone: Not on file

Supported Card Types: (C)redit, (D)ebit

Merchant Field	Field	Required	Monetra Name	Description
Presenters ID	6 Alpha-Numeric	C D E G	PID	Presenters ID (aka PID)
Class/Job ID	8 Alpha-Numeric	C D E G	CLASSID	Class or Job ID for MessageWay
Division Number	6 - 10 Numeric	C D E G	DIVISION	Division Number or Merchant ID
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Merch Category Code	4 Numeric		MERCHCAT	Only for use when split routing. Merchant Category Code (aka MCC or SIC)

First Data - Compass (Settle) (COMPASS_SETTLE)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Mail-Order/Phone-Order(M) E-Commerce(E)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Presenters ID

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Class/Job ID

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Division Number

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Merchant Postal Code

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Merch Category Code

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Intuit (aka Echo/NCN) [ECHK] (check only) (ECHK)

Help Desk Phone: Not on file

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
Vfy Merchant ID	1 - 20 Free Form	C D E G	VFYMERCHID	Merchant ID assigned by processor for verification. nnnnn-nnnnnn-nnnn nnnnn- nnnnnn.nn-nnnn
ECC Merchant ID	1 - 20 Free Form	C D E G	ECCMERCHID	Merchant ID assigned by processor for ECC. nnnnn- nnnnnn-nnnn nnnnn- nnnnnn.nn-nnnn
Merchant Name	1 - 25 Free Form	C D E G	MERNAME	Merchant Name without punctuation like commas or periods
Merchant City	1 - 13 Free Form	C D E G	MERCHLOC	City of the merchant without punctuation like commas or periods
State Code	2 Capital Alpha	C D E G	STATECODE	2 letter abbreviation for State in which merchant resides. Capital letters only
Zipcode	5 Numeric	C D E G	ZIPCODE	Five digit zipcode of merchant location
Custom Echo Data	1 - 5 Free Form		CUSTOMECHO	Boolean Value. Use ordernum as echo data. Merchant must require echo data is unique. Default to N

Elavon Clearing File (ELAVONCF)

Help Desk Phone: (800) 377-3962

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Bank ID	6 Numeric	C D E G	BANKID	Bank Identification Number (aka BIN)
Merchant ID	1 - 16 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers) Do not include Terminal ID.
Destination ID	4 Alpha-Numeric	C D E G	DESTID	Destination ID assigned by Elavon
DBA Name	1 - 25 Free Form		MERNAME	Merchant Name (Doing Business As) without punctuation like commas or periods
Merchant City	1 - 13 Free Form		MERCHLOC	City of the merchant without punctuation like commas or periods
Merchant State	2 Capital Alpha		STATECODE	2 letter abbreviation for State in which merchant resides. Capital letters only
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Country Code	3 Alpha		COUNTRY	3 Character country code for this location
Service Phone	10 Numeric	C D E G	SERVICEPHONE	Customer Service Number formatted as NNNNNNNNNN
User Acceptance Testing	1 - 5 Free Form		UAT	Boolean flag to indicate User Acceptance Testing. Defaults to N. Do not fill unless explicitly told.

User Acceptance Testing



EMD Big Batch (EMD)

Help Desk Phone: Not on file

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Originating ID	5 Numeric	C D E G	ORIGID	Originating ID, as supplied by Worldpay Relationship or Conversion Manager to identify batch aggregator
Merchant ID	1 - 16 Free Form	C D E G	MERCHID	aka Merchant Store Number, as assigned by Worldpay Relationship or Conversion Manager.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Merchant Category Code	4 Numeric		MCC	Optional, will be sent as all blanks if not specified
Customer service telephone number	1 - 10 Numeric		STOREPHONE	Required for Card Not Present transactions. Full number, including area code
Store name and location	1 - 25 Free Form		STORENAME	Optional, free-form. Used by Worldpay to identify the store when there is more than one store per city.
Store city	1 - 13 Free Form		STORECITY	Optional. City where store is located.
Store state	2 Alpha		STORESTATE	Optional. 2-character state code of state where store is located.

Factor4 Gift Cards (FACTOR4)

Help Desk Phone:

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Location ID	1 - 8 Numeric	G	LOCATIONID	Factor4-provided Location ID
Client ID	1 - 8 Numeric	G	CLIENTID	Factor4-provided Client ID
Terminal ID	1 - 4 Numeric	G	TERMINALID	Factor4-provided Terminal ID
Integration Auth	1 - 128 Alpha-Numeric	G	F4USER	Username set up with Factor4
Integration Pass	1 - 128 Alpha-Numeric	G	F4PASS	Password set up with Factor4
BIN Range	1 - 100 Free Form		BINRANGE	Only supply if not using default bin range of 9. Specify as MIN1[-MAX1]:MINLEN1[-MAXLEN1];[MIN2[-MAX2]:MINLEN2[-MAXLEN2]] etc.

First Data - GIFT (aka ValueLink/FDMS Gift) (FDGIFT)

Help Desk Phone: 877-848-8970

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 11 Numeric	G	MERCHID	Valuelink Merchant Number (field 42)
Terminal ID	0 - 4 Numeric	G	TERMID	Valuelink Terminal Identification Number
Alt Merchant ID	1 - 11 Numeric	G	STOREID	Valuelink Alternate Merchant ID (field 44)
Datawire Merchant ID	1 - 12 Numeric		ALTMERCHID	Datawire Merchant ID (if not same as Valuelink Merchant Number (field 42))
Datawire Terminal ID	1 - 11 Alpha-Numeric		ALTTERMID	Datawire Terminal ID (if not same as Valuelink Alternate Merchant ID (field 44))
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions. If blank will attempt autoprovisioning.
Foreign Gift Bin Range	1 - 100 Free Form		FOREIGN_BINRANGE	Non-FDGift cards.

FIServ - ISO 8583 Global (Auth) (FDISOGLOBAL)

Help Desk Phone:

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Terminal ID	1 - 8 Alpha-Numeric	C D E G	TERMID	Terminal Identification Number
Merchant ID	1 - 15 Alpha-Numeric	C D E G	MERCHID	Merchant ID Number as provided by processor
Merch Category Code	4 Numeric	C D E G	MERCHCAT	Merchant Category Code (aka MCC or SIC)
Merchant State	1 - 2 Free Form	C D E G	MERCHSTATE	Merchant state
Merchant Zipcode	5 - 9 Free Form	C D E G	ZIPCODE	Merchant Zipcode (no dashes)

FIServ - ISO 8583 Global (Auth) (FDISOGLOBAL)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedureds located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Terminal ID

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Merchant ID

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Merch Category Code

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Merchant State

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Merchant Zipcode

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WorldPay 610 (fka FIS/Vantiv/Fifth Third Bank) (FifthThird610)

Help Desk Phone: (877) 744-5300

Supported Card Types: (C)redit, (D)ebit, (E)BT, (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Bank ID	1 - 4 Numeric	C D E G	BANKID	Bank Identification Number (aka BIN)
Terminal Number	1 - 3 Numeric	C D E G	TERMID	Terminal ID/Number
Merchant ID	1 - 12 Numeric	C D E G	MERCHID	Merchant Number as provided by processor. Not Discover or AMEX merchant numbers
Gift Bin Range	1 - 100 Free Form		BINRANGE	Custom Gift-Card BIN Range. used if supporting ranges other than 5858 or 5896. Specify as MIN1-MAX1;MIN2-MAX2 etc.
Host Close	1 - 5 Free Form		HOSTCLOSE	Set to Y if your account is set up on FIS' side to do automatic batch closing. Leave empty or set to N otherwise.
EMD Settle	1 - 5 Free Form		BIGBATCHSETTLE	Set to Y if your account will setting using big batch file. Such as using FIS' EMD file. Only credit sale and return transactions are big batch settled. Other transactions are still host based. The Host Close setting can still be used for non-credit sale transactions. Leave empty or set to N otherwise.
Tokenization	1 - 5 Free Form		TOKENIZATION	Whether or not to tokenize all transactions. Transactions originating as tokens will always be accepted, and encrypted transactions will always be tokenized. It is strongly recommended that the merchant account be configured to preserve the last 4 digits of the card number in the token format.

Givex - Giftcard (Givex)

Help Desk Phone: 800-962-4935 or clientservices@givex.com

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
User ID	1 - 25 Free Form	G	AUTHUSER	User ID, as assigned by Givex
Password	1 - 25 Free Form	G	AUTHPASS	Password, as assigned by Givex
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default certificate numbers beginning with 603628. Specify as MIN1-MAX1;MIN2-MAX2 etc.
Default NSF Value	1 - 5 Free Form		DEFAULTNSF	If True, will allow insufficient funds (NSF) by default. If False, will not allow NSF by default. Default is True.
Use Secure Balance Inquiry	1 - 5 Free Form		SECUREBALINQ	Note: Merchants must contact Givex directly to enable Secure Balance Inquiry requests on their account. If True, will send the new Secure Balance Inquiry request. If False, will send existing request. Default is False.
Allow Ticket Numbers	1 - 5 Free Form		ALLOWTICKET	If True, will allow sending non-standard ticket numbers if the account field is prefixed by "TICKET ". Default is False.

Global Payments (GLOBALPAY)

Help Desk Phone: Not on file

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	4 - 15 Alpha-Numeric	C D E G	MERCHID	Merchant Number as provided by Global Payments (not Discover or Amex merchant numbers). For Canada the merchant ID value is listed as the Terminal ID (Credit) field on the VAR sheet.
Zip Code	3 - 9 Alpha-Numeric	C D E G	ZIPCODE	Zip code of merchant location
Bank ID	6 Numeric		BANKID	Bank Identification Number (aka BIN). Not used or the value assigned prior to migration may continue to be used.
Merch Category Code (MCC/SIC)	4 Numeric		MERCHCAT	Merchant Category Code (aka MCC or SIC)
Prestigious Property	1 Capital Alpha		PPROPERTY	Visa Prestigious Property Program indicator. Valid values are B, S, and D
Process Mode	1 - 16 Alpha-Numeric		PROCESSMODE	Process Mode for internet gateway. Do not fill unless explicitly told

Global Payments (GLOBALPAY)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Automated Fuel(AF) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Merchant ID

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Zip Code

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Bank ID

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Merch Category Code (MCC/SIC)

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Prestigious Property

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Process Mode

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Global Payments Big Batch (Settle) (GLOBALPAYBB)

Help Desk Phone: Not on file

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Plan/Big Batch ID	4 Numeric	C	BIGBATCHID	Big Batch ID as provided by Global Payments (may also be referred to as Customer ID or Plan ID)
New filename format	1 - 5 Free Form	C	NEWFILENAME	Whether or not to use the new filename format or the old one. New merchant accounts should use the new format.
Bank ID	6 Numeric		BANKID	Bank Identification Number (aka BIN). Not used or the value assigned prior to migration may continue to be used.
Subscriber ID	1 - 46 Free Form	C D E G	MERNAME	Free-form identification. Used by Global Payments to easily identify who is sending the file.
Vendor ID	1 - 10 Free Form	C D E G	VENDORID	Identifies the vendor supplying the software
Terminal ID	4 - 15 Free Form	C	TERMID	Assigned by Global Payments for each merchant (may also be referred to as Merchant ID)
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Merchant Category Code	4 Numeric		MERCHCAT	Merchant Category Code (aka MCC or SIC)
Prestigious Property	1 Capital Alpha		PPROPERTY	Visa Prestigious Property Program indicator. Valid values are B, S, and D

Heartland Payment Systems (HEARTLAND)

Help Desk Phone: 888-963-3600

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Bank ID	6 Numeric	C D E G	BANKID	Bank Identification Number (aka BIN)
Merchant ID	1 - 12 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers)
Store ID	1 - 4 Numeric	C D E G	STOREID	Store Identification Number
Terminal Number	1 - 4 Numeric	C D E G	TERMID	not V Number or V#
Agent ID	6 Numeric	C D E G	AGENTID	Agent Identification Number
Chain ID	6 Numeric	C D E G	CHAINID	Chain Identification Number
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Timezone	1 - 3 Alpha-Numeric	C D E G	TIMEZONE	Processor provided 3 digit number or short abbreviation E C M or P
Merch Category Code	4 Numeric	C D E G	MERCHCAT	Merchant Category Code (aka MCC or SIC)
Merchant Name	1 - 25 Free Form	C D E G	MERNAME	Merchant Name without punctuation like commas or periods
Merchant City	1 - 13 Free Form	C D E G	MERCHLOC	City of the merchant without punctuation like commas or periods
V Number	8 Numeric		VNUMBER	V Number if a V exists as the first digit of the number replace with 7
State Code	2 Capital Alpha	C D E G	STATECODE	2 letter abbreviation for State in which merchant resides. Capital letters only
Service Phone	11 Phone Number	C D E G	SERVICEPHONE	Phone number for client to call for assistance formatted as NNN-NNNNNNN
Merchant ABA Num	9 Numeric		MERCHABA	Merchant number for direct debit switch
Settlement Agent Num	4 Alpha-Numeric		MERCHSETTLE	Merchant settling agent for direct debit
Prestigious Property	1 Capital Alpha		PPROPERTY	Lodging Prestigious Property indicator
Sharing Group	1 - 30 Alpha-Numeric	D	SHARINGGROUP	Contains listing of direct debit and EBT networks supported by merchant account
FCS ID	1 - 7 Alpha-		FCSID	Food and Consumer Identifier for EBT

Merchant Field	Field	Required	Monetra Name	Description
	Numeric			
Reimbursement Attribute	1 Alpha-Numeric	D	REIMBATTR	Designates Reimbursement Fee applicable to direct debit transactions
Pinless Network ID	4 Numeric		NETWORKID	Network ID for processing Pinless Debit transactions

Heartland Payment Systems (HEARTLAND)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Bank ID

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Merchant ID

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Store ID

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Terminal Number

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Agent ID

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Chain ID

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Merchant Postal Code

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Timezone

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Merch Category Code

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Litle & Co. Auth (version 12) (Litlev12)

Help Desk Phone:

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 50 Free Form	C D E G	MERCHID	Merchant ID, as assigned by Litle & Co.
Username	1 - 20 Free Form	C D E G	LITLEUSER	Authorization Username, as assigned by Litle & Co.
Password	1 - 20 Free Form	C D E G	LITLEPASS	Authorization Password, as assigned by Litle & Co.

Litle & Co. Big Batch (version 12) (Litlev12BB)

Help Desk Phone: Not on file

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Aggregator Username	1 - 20 Free Form	C D E G	LITTLEBBUSER	Aggregator Username, as assigned by Litle & Co.
Aggregator Password	1 - 20 Free Form	C D E G	LITTLEBBPASS	Aggregator Password, as assigned by Litle & Co.
Aggregator Identification	1 - 46 Free Form		MERCHNAME	Free form identification. Used by Litle & Co. to easily identify who is sending the file.
Merchant ID	1 - 50 Free Form	C D E G	MERCHID	Merchant ID, as assigned by Litle & Co.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.

Monetra Generic Gift Protocol (Monetra_gift)

Help Desk Phone: support@Monetra.com

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 20 Free Form	C D E G	MerchID	Merchant Number
Terminal ID	1 - 20 Free Form	C D E G	TERMID	Terminal ID
Bin Range	1 - 100 Free Form	C D E G	BINRANGE	Required. Specify as MIN1-MAX1;MIN2-MAX2 etc.

Monetra Big Batch Aggregation (mbba)

Help Desk Phone: 800-650-9787

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 10 Numeric		MerchID	Assigned merchant id
Authentication Token	1 - 12 Free Form		AuthToken	Assigned merchant authentication token
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Require Interchange Data	1 - 5 Free Form		RequireInterchange	Whether or not to fail if insufficient interchange data is present. Some processors like Salem or Compass may not return interchange data.

Monetra Big Batch Aggregation (mbba)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Automated Fuel(AF) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Merchant ID

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Authentication Token

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Merchant Postal Code

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Require Interchange Data

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NACHA (ACH file upload) (NACHA)

Help Desk Phone: N/A

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
Immediate Destination	9 Numeric	C D E G	DESTINATION_ID	ABA/Transit of entity receiving file (usually the Bank itself)
Immediate Destination Name	1 - 23 Free Form	C D E G	DESTINATION_NAME	Name of entity receiving file. (e.g. Chase Bank NA)
Immediate Origin	10 Alpha-Numeric	C D E G	SUBMITTER_ID	9 digit TaxID/FEIN of submitting entity, usually preceded by a 1.
Immediate Origin Name	1 - 23 Free Form	C D E G	SUBMITTER_NAME	Name of submitting entity (company name of aggregator)
Upload Script Path	1 - 128 Free Form	C D E G	UPLOAD_SCRIPT	Path to upload script file for uploading NACHA file
Record Terminator	1 - 4 Alpha		RECORD_TERMINATOR	Possible Values: CRLF, LF, None. Default is CRLF.
Company Name	1 - 16 Free Form	C D E G	COMPANY_NAME	Company name to appear on receiver's statement
Company Identification	10 Alpha-Numeric	C D E G	COMPANY_ID	9 digit TaxID/FEIN of company sending/receiving funds, usually preceded by a 1.
Originating DFI Id	9 Numeric	C D E G	COMPANY_ROUTING	9 digit ABA or Transit Routing Number for originating bank.
Corporate Company Discretionary Data	1 - 20 Free Form	C D E G	CCD_DATA	Corporate (CCD) Payments. May be assigned by Bank (e.g. Terminal ID), otherwise Merchant-assigned.
Consumer Company Discretionary Data	1 - 20 Free Form	C D E G	PPD_DATA	Consumer (PPD) Payments. May be assigned by Bank (e.g. Terminal ID), otherwise Merchant-assigned.

Corporate Company Discretionary Data

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Consumer Company Discretionary Data

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NACHA Authorization Validation (NACHA_AUTH)

Help Desk Phone: N/A

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
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NACHA Authorization Validation (NACHA_AUTH)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H)

Complete all the required fields below. Grey blocks represent required minimum lengths.

First Data - Nashville North (aka Envoy via EDC) (NASHNORTH)

Help Desk Phone: 800-555-9966

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
North Merchant Number	1 - 12 Numeric	C D E G	MERCHID	Merchant Number for North as provided by processor (not Discover or Amex merchant numbers)
Terminal ID	6 Alpha-Numeric	C D E G	TERMID	Terminal Identification Number
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions. If blank will attempt autoprovisioning.
Prestigious Property	1 Alpha		PPROPERTY	Lodging Prestigious Property indicator
Service Phone	10 Numeric		SERVICEPHONE	Phone number for client to call for assistance formatted as NNNNNNNNNN
Merchant Tax ID	9 - 15 Alpha-Numeric		TAXID	Merchant Tax ID / FEIN / Federal Employee ID Number. Required for Level 2 and/or 3 processing.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Tokenization ID	4 Alpha-Numeric		TOKENIZATION	Assigned Tokenization ID by First Data. When configured, will tokenize all cards. Required when using encryption.
Encryption	1 - 11 Alpha		ENCRYPTION	Whether or not to support TransArmor Encryption. Leave blank if not supported. Possible values: UnsignedRSA, IngenicoRSA.
Token Acceptance Only	1 - 5 Free Form		TOKENACCEPTONLY	Setting this value to true when tokenization is enabled will prevent auto-tokenization, but allow acceptance of tokens. Must be off if using encryption.

Token Acceptance Only



NCR Payment Solutions (formerly JetPay) (NCRPS)

Help Desk Phone:

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Terminal ID	1 - 20 Free Form	C D E G	TERMINALID	Assigned by NCR Payment Solutions
Process Tips	1 - 5 Free Form		PROCESSTIPS	Whether or not the merchant will accept and process tips
Password	16 Free Form		NCRPASS	Optional, arranged with NCR Payment Solutions. Exactly 16 characters, case-sensitive

NCR Payment Solutions (formerly JetPay) (NCRPS)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Terminal ID

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Process Tips

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Password

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Elavon Encompass (aka NOVA) (nova)

Help Desk Phone: (800) 377-3962

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Bank ID	6 Numeric	C D E G	BANKID	Bank Identification Number (aka BIN)
Terminal ID	1 - 16 Numeric	C D E G	TERMID	Terminal Identification Number. Suppress leading zeros.

Elavon Encompass (aka NOVA) (nova)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Bank ID

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Terminal ID

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First Data - Omaha (aka ETC+) (OMAHA)

Help Desk Phone: 800-337-1222

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 19 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers)
Terminal ID	4 Alpha-Numeric	C D E G	TERMID	Merchant-defined 4 character alpha numeric identifier
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions. If blank will attempt autoprovisioning.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.

Opticard (OPTICARD)

Help Desk Phone: XXX-XXX-XXXX

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	10 - 15 Numeric	G	MERCHID	Valuelink Merchant Number (field 42)
Terminal ID	8 Numeric	G	TERMID	Valuelink Terminal Identification Number

PayPal - Express Checkout (PAYPAL)

Help Desk Phone: 888-221-1161

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Username	1 - 1024 Free Form	C D E G	PPUSER	PayPal username
Password	1 - 1024 Free Form	C D E G	PPPWD	PayPal password
API signature	1 - 1024 Free Form	C D E G	PPSIGNATURE	PayPal API signature
Seller PayPal account ID	1 - 13 Free Form		SELLERID	Merchant account number assigned by PayPal. PayPal maps this to the login email address internally.
Store id	1 - 50 Free Form		STOREID	Store number used for reconciliation. Only populate if instructed by PayPal Rep.
Modifications authorize first	1 - 5 Free Form		MODIFY_AUTH_FIRST	Modification transactions happen auth then void (instead of void then auth) for the new amount in order to try to guarantee funds.
Channel initiated billing	1 - 5 Free Form		CHANNELBILLING	Billing agreements will be channel initiated. Leave false unless told otherwise by PayPal





















































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































Chase Paymentech - Tampa (PAYMENTECH)

Help Desk Phone: 800-254-9556

Supported Card Types: (C)redit, (D)ebit, (E)BT, (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	12 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers)
Client Number	4 Numeric	C D E G	CLIENTNUM	Client Number as assigned by processor
Terminal ID	3 Numeric	C D E G	TERMID	Terminal Identification Number
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Merch Category Code	4 Numeric		MERCHCAT	Merchant Category Code (aka MCC or SIC). Recommended for proper interchange compliance.
Customer Defined Data Field	1 - 10 Alpha		CUSTOMERDATA	Possible values: stationid, clerkid, comments, ordernum. Defines which field is sent in the Customer Defined Data Token.
Tokenization	1 - 5 Free Form		TOKENIZATION	Whether or not to tokenize all transactions. Transactions originating as tokens will always be accepted, and encrypted transactions will always be tokenized. It is strongly recommended that the merchant account be configured to preserve the last 4 digits of the card number in the token format.
Auth-User	1 - 30 Free Form		AUTHUSER	Authorization User assigned for NetConnect HTTPS Internet Gateway
Auth-Pass	1 - 30 Free Form		AUTHPASS	Authorization Password assigned for NetConnect HTTPS Internet Gateway
Gift Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default ranges of 603571. Specify as MIN1-MAX1;MIN2-MAX2 etc.

Paytronix (Paytronix)

Help Desk Phone: (617) 649-3300, ext. 1

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Username	1 - 1024 Free Form	C D E G	B2BUSERNAME	Username
Password	1 - 1024 Free Form	C D E G	B2BPASSWORD	Password
Merchant ID	1 - 1024 Numeric	C D E G	MERCHID	Merchant ID
Store Code	1 - 1024 Free Form	C D E G	STORECODE	Store Code
Sender ID	1 - 1024 Free Form		SENDERID	Sender ID
Stored Wallet	1 - 100 Numeric		STOREDWALLET	The wallet assigned for stored value (gift)
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default bin range. Specify as MIN1-MAX1;MIN2-MAX2 etc.





































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































FIServ - PTS (Settle) (PTS)

Help Desk Phone: Not on file

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Merchant Account	1 - 12 Numeric	C D E G	MERCHID	Merchant Account Number as provided by processor
Security Code	1 - 4 Numeric	C D E G	SECCODE	Security Code as provided by processor
Terminal ID	1 - 5 Numeric	C D E G	TERMID	Terminal Identification Number
Merchant Name	1 - 19 Free Form	C D E G	MERCHNAME	Merchant DBA Name
Merchant City	1 - 13 Free Form	C D E G	MERCHCITY	City in which merchant is located.
Merchant State/Province/Country	1 - 3 Free Form	C D E G	MERCHSTATE	Merchant state, province, or country
Merchant Zipcode	5 - 9 Free Form	C D E G	ZIPCODE	Merchant Zipcode (no dashes)
Service Phone	1 - 13 Free Form	C D E G	SERVICEPHONE	Customer service phone number formatted as NNNNNNNNNNNN.
AmEx Charge Description	1 - 23 Free Form	C	AMEXDESC	AmEx Charge Description as provide by AmEx.
Merch Category Code	4 Numeric	C D E G	MERCHCAT	Merchant Category Code (aka MCC or SIC)
Merchant Tax ID	9 - 15 Alpha-Numeric		TAXID	Merchant Tax ID / FEIN / Federal Employer ID Number. Required for Level 2 and/or 3 processing.

Merch Category Code

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Merchant Tax ID

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First Data - Rapid Connect (rapidconnect)

Help Desk Phone: 800-555-9966

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Zipcode	5 - 9 Alpha-Numeric	C D E G	ZIPCODE	Five or Nine digit zipcode of merchant location (US). Six Alpha numeric for Canada. No dashes
Merchant ID	1 - 16 Alpha-Numeric	C D E G	MERCHID	Merchant Identification Number
Terminal ID	8 Alpha-Numeric	C D E G	TERMID	Terminal Identification Number. 0 Pad on left if less than 8 digits
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. If blank will attempt autoprovisioning.
Group ID	5 - 15 Alpha-Numeric	C D E G	GROUPID	Group Identification Number
Ecommerce URL	1 - 13 Free Form		ECOMMURL	URL for the site
Merchant Tax ID	9 - 15 Alpha-Numeric	C	TAXID	Merchant Tax ID / FEIN / Federal Employer ID Number
Merchant FNS Number	1 - 7 Alpha-Numeric	E	FNSNUM	A number issued by the US Department of Agriculture Food and Nutrition Service that is used in SNAP transactions
Service Phone	10 Numeric		SERVICEPHONE	Phone number for client to call for assistance formatted as NNNNNNNNNN
Visa BID	1 - 10 Alpha-Numeric		VISABID	Business Identifier (BID) provided by Visa
Visa AUAR	12 Alpha-Numeric		VISAAUAR	Agent Unique Account Result (AUAR) provided by Visa
First Data Transaction URL	1 - 99 Free Form		TXURL	URL for Sending Transactions to First Data. If Datawire ID blank will attempt autoprovisioning.
Encryption	1 - 11 Alpha		ENCRYPTION	Whether or not to support TransArmor Encryption. Leave blank if not supported. Possible values: UnsignedRSA, IngenicoRSA.
Tokenization ID	4 Alpha-Numeric		TOKENIZATION	Assigned Tokenization ID by First Data. When configured, will tokenize all cards. Required when using encryption.
Token Acceptance Only	1 - 5 Free Form		TOKENACCEPTONLY	Setting this value to true when tokenization is enabled will prevent auto-tokenization, but allow

Merchant Field	Field	Required	Monetra Name	Description
				acceptance of tokens. Must be off if using encryption.

First Data - Rapid Connect Host (rapidconnect_host)

Help Desk Phone: 800-555-9966

Supported Card Types: (C)redit

Merchant Field	Field	Required	Monetra Name	Description
Zipcode	5 - 9 Alpha-Numeric	C D E G	ZIPCODE	Five or Nine digit zipcode of merchant location (US). Six Alpha numeric for Canada. No dashes
Merchant ID	1 - 16 Alpha-Numeric	C D E G	MERCHID	Merchant Identification Number
Terminal ID	8 Alpha-Numeric	C D E G	TERMID	Terminal Identification Number. 0 Pad on left if less than 8 digits
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. If blank will attempt autoprovisioning.
Group ID	5 - 15 Alpha-Numeric	C D E G	GROUPID	Group Identification Number
Ecommerce URL	1 - 13 Free Form		ECOMMURL	URL for the site
Merchant Tax ID	9 - 15 Alpha-Numeric	C	TAXID	Merchant Tax ID / FEIN / Federal Employer ID Number
Merchant FNS Number	1 - 7 Alpha-Numeric	E	FNSNUM	A number issued by the US Department of Agriculture Food and Nutrition Service that is used in SNAP transactions
Service Phone	10 Numeric		SERVICEPHONE	Phone number for client to call for assistance formatted as NNNNNNNNNN
Visa BID	1 - 10 Alpha-Numeric		VISABID	Business Identifier (BID) provided by Visa
Visa AUAR	12 Alpha-Numeric		VISAAUAR	Agent Unique Account Result (AUAR) provided by Visa
First Data Transaction URL	1 - 99 Free Form		TXURL	URL for Sending Transactions to First Data. If Datawire ID blank will attempt autoprovisioning.
Tokenization ID	4 Alpha-Numeric		TOKENIZATION	Assigned Tokenization ID by First Data. When configured, will tokenize all cards. Required when using encryption.
Token Acceptance Only	1 - 5 Free Form		TOKENACCEPTONLY	Setting this value to true when tokenization is enabled will prevent auto-tokenization, but allow acceptance of tokens. Must be off if using encryption.

Chase Paymentech - Salem (SALEM)

Help Desk Phone: not on file

Supported Card Types: (C)redit, (D)ebit

Merchant Field	Field	Required	Monetra Name	Description
Presenters ID	6 Alpha-Numeric		PID	Presenters ID (aka PID)
PID Password	8 Alpha-Numeric		PIDPWD	Password for Presenter ID
Submitters ID	6 Alpha-Numeric		SMID	Submitters ID (aka SID)
SID Password	8 Alpha-Numeric		SMIDPWD	Password for Submitter ID
Amex Division Default	1 Numeric		AMEXDIVDEFAULT	Amex Partial Auth Division Default. 1=Do partial auth. 2=No Partial Auth. 3=Per Tran Flag(Default). 0=Not certified.
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Merch Category Code	4 Numeric		MERCHCAT	Only for use when split routing. Merchant Category Code (aka MCC or SIC)
Debit Division	6 - 10 Numeric		DEBITDIV	Debit (PINLess) Division (if different)
IIAS Division	6 - 10 Numeric		IIASDIV	IIAS Division (if different)
USD Division	6 - 10 Numeric		USDDIV	US Dollar Division
AUD Division	6 - 10 Numeric		AUDDIV	Australian Dollar Division
DKK Division	6 - 10 Numeric		DKKDIV	Danish Krone Division
EUR Division	6 - 10 Numeric		EURDIV	Euro Dollar Division
GBP Division	6 - 10 Numeric		GBPDIV	British Pounds Division
HKD Division	6 - 10 Numeric		HKDDIV	Hong Kong Dollars Division
JPY Division	6 - 10 Numeric		JPYDIV	Japanese Yen Division
NZD Division	6 - 10 Numeric		NZDDIV	New Zealand Dollars Division
NOK Division	6 - 10 Numeric		NOKDIV	Norwegian Krone Division
SGD Division	6 - 10 Numeric		SGDDIV	Singapore Dollar Division
ZAR Division	6 - 10 Numeric		ZARDIV	South African Rand Division
SEK Division	6 - 10 Numeric		SEKDIV	Swedish Krona Division
CHF Division	6 - 10 Numeric		CHFDIV	Swiss Franc Division
CAD Division	6 - 10 Numeric		CADDIV	Canadian Dollar Division
ILS Division	6 - 10 Numeric		ILSDIV	Israeli Shekel Division
MXN Division	6 - 10 Numeric		MXNDIV	Mexican Peso Division
COP Division	6 - 10 Numeric		COPDIV	Colombian Peso Division
LKR Division	6 - 10 Numeric		LKRDIV	Sri Lankan Rupee Division

Merchant Field	Field	Required	Monetra Name	Description
INR Division	6 - 10 Numeric		INRDIV	Indian Rupee Division

Chase Paymentech - Salem (SALEM)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Mail-Order/Phone-Order(M) E-Commerce(E)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Presenters ID

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PID Password

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Submitters ID

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SID Password

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Amex Division Default

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Merchant Postal Code

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Merch Category Code

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Debit Division

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IIAS Division

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USD Division



AUD Division



DKK Division



EUR Division



GBP Division



HKD Division



JPY Division



NZD Division



NOK Division



SGD Division



ZAR Division



SEK Division



CHF Division



CAD Division



ILS Division



MXN Division



COP Division



LKR Division



INR Division



Moneris [SPDH] (spdh)

Help Desk Phone: 1-866-319-7450

Supported Card Types: (C)redit, (D)ebit

Merchant Field	Field	Required	Monetra Name	Description
Merchant (Retailer) ID	13 Free Form	C D E G	MERCHID	Unique merchant location number assigned by Moneris
Terminal ID	8 Free Form	C D E G	TERMID	Identifies the origination device for a POS transaction
Merchant Language French	1 - 5 Free Form		LANGUAGE_FR	The POS should use French for messages presented to the clerk from the processor
Cert Override Mode	1 - 5 Free Form		CERTOVERRIDE	In cert override mode some initialization parameters sent by Moneris will be ignored
DUKPT MAC	1 - 5 Free Form		DUKPT	Use DUKPT (Derived Unique Key Per Transaction) for MAC (Message Authentication Code) instead of Master Session

Moneris [SPDH] (spdh)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Merchant (Retailer) ID

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Terminal ID

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Merchant Language French

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Cert Override Mode

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DUKPT MAC

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Stored Value Systems - Giftcard (SVS)

Help Desk Phone: Not on file

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Merchant ID	1 - 6 Numeric	G	MERCHID	Merchant Number as provided by processor
Terminal ID	1 - 4 Numeric	G	TERMID	Terminal Identification Number
Store ID	1 - 10 Numeric	G	STOREID	Store Identification Number
Division Number	1 - 5 Numeric	G	DIVNUM	Division Number
Routing ID	6 Alpha-Numeric	G	ROUTINGID	Routing ID
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default ranges of 6006 or 6276. Specify as MIN1-MAX1;MIN2-MAX2 etc.

First Data - Telecheck (TELECHECK)

Help Desk Phone: 800-366-1054

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Subscriber ID	1 - 10 Numeric		MERCHID	Telecheck Subscriber ID/Number.
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions. If blank will attempt autoprovisioning.
Terminal ID	4 Numeric		TERMID	Terminal Identification Number.
Check Reader Code	3 Numeric		CHECKREADERCODE	Check reader code as set by Telecheck. You may leave it blank if you use more than one type of reader hardware

First Data - Telecheck Image Repository (TELECHECKIMGREPO)

Help Desk Phone: 800-366-1054

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
Subscriber ID	1 - 10 Numeric		MERCHID	Telecheck ECA Subscriber ID/Number.
Terminal ID	4 Numeric		TERMID	Terminal Identification Number.
Datawire ID	1 - 32 Alpha-Numeric		DATAWIREID	ID assigned for the Datawire HTTPS internet gateway. Required for internet transport of transactions

Valutec - Giftcard [Web Services] (valutec_web)

Help Desk Phone: 888-381-8258

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Client Key	1 - 36 Free Form	C D E G	CLIENTKEY	Client Key Assigned by Valutec
Terminal ID	1 - 15 Free Form	C D E G	TERMID	Terminal ID Assigned by Valutec
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default bin range 701852. Specify as MIN1-MAX1;MIN2-MAX2 etc.

TSYS (aka Vital/VisaNet) (vital)

Help Desk Phone: 800-847-2772

Supported Card Types: (C)redit, (D)ebit, (E)BT

Merchant Field	Field	Required	Monetra Name	Description
Bank ID	6 Numeric	C D E G	BANKID	Bank Identification Number (aka BIN)
Merchant ID	1 - 12 Numeric	C D E G	MERCHID	Merchant Number as provided by processor (not Discover or Amex merchant numbers)
Store ID	1 - 4 Numeric	C D E G	STOREID	Store Identification Number
Terminal Number	1 - 4 Numeric	C D E G	TERMID	not V Number or V#
Agent ID	6 Numeric	C D E G	AGENTID	Agent Identification Number
Chain ID	6 Numeric	C D E G	CHAINID	Chain Identification Number
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Timezone	1 - 3 Alpha-Numeric	C D E G	TIMEZONE	Processor provided 3 digit number or short abbreviation E C M or P
Merch Category Code	4 Numeric	C D E G	MERCHCAT	Merchant Category Code (aka MCC or SIC)
Merchant Name	1 - 25 Free Form	C D E G	MERNAME	Merchant Name without punctuation like commas or periods
Merchant City	1 - 13 Free Form	C D E G	MERCHLOC	City of the merchant without punctuation like commas or periods
V Number	8 Numeric		VNUMBER	V Number if a V exists as the first digit of the number replace with 7
State Code	2 Capital Alpha	C D E G	STATECODE	2 letter abbreviation for State in which merchant resides. Capital letters only
Service Phone	11 Phone Number	C D E G	SERVICEPHONE	Phone number for client to call for assistance formatted as NNN-NNNNNNN
Merchant ABA Num	9 Numeric	D	MERCHABA	Merchant number for direct debit switch
Settlement Agent Num	4 Alpha-Numeric	D	MERCHSETTLE	Merchant settling agent for direct debit
Prestigious Property	1 Capital Alpha		PPROPERTY	Lodging Prestigious Property indicator
Sharing Group	1 - 30 Alpha-Numeric	D	SHARINGGROUP	Contains listing of direct debit and EBT networks supported by merchant account
FCS ID	1 - 7 Alpha-		FCSID	Food and Consumer Identifier for EBT

Merchant Field	Field	Required	Monetra Name	Description
	Numeric			
Reimbursement Attribute	1 Alpha-Numeric	D	REIMBATTR	Designates Reimbursement Fee applicable to direct debit transactions
Amex Level2 Support	1 - 5 Free Form		AMEXL2	Boolean flag to pass Level II data on AMEX card or not. Yes/No field. Default: No.
Merchant Verification Value	10 Alpha-Numeric		MVV	Merchant Verification Value or MVV required on Health Benefits transactions
Pinless Network ID	4 Numeric		NETWORKID	Network ID for processing Pinless Debit transactions
Authentication Code	6 - 10 Alpha-Numeric		AUTHCODE	Authentication Code for Gen2 Terminal Authentication. Processor-assigned. Do not fill in if not assigned.
GenKey	24 Alpha-Numeric		GENKEY	Generated Gen2 Terminal Authentication key. Auto-retrieved on first transaction for Gen2 Terminal Authentication, do not edit.

TSYS (aka Vital/VisaNet) (vital)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have received the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Automated Fuel(AF) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club JCB

Complete all the required fields below. Grey blocks represent required minimum lengths.

Bank ID

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Merchant ID

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Store ID

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Terminal Number

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Agent ID

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Chain ID

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Merchant Postal Code

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Timezone

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Merch Category Code

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WorldPay (fka RBS) [TCMP] (worldpay)

Help Desk Phone: 800-200-5965

Supported Card Types: (C)redit, (D)ebit, (E)BT, (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Terminal ID	22 - 24 Numeric	C D E G	TERMID	Processor-assigned 22 or 24 digit numeric identifier
Merchant Postal Code	5 - 9 Alpha-Numeric	C	ZIPCODE	Merchant postal code (no spaces or dashes). Used for Level II qualifications.
Gift Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default ranges of 6006 or 6276. Specify as MIN1-MAX1;MIN2-MAX2 etc.

Intuit Image Repository (aka Echo) (ECHOIMGREPO)

Help Desk Phone: Not on file

Supported Card Types: None

Merchant Field	Field	Required	Monetra Name	Description
ECC Merchant ID	1 - 20 Free Form	C D E G	ECCMERCHID	Merchant ID assigned by processor for ECC. nnnnn- nnnnnn-nnnn nnnnn- nnnnnn.nn-nnnn

Intuit Image Repository (aka Echo) (ECHOIMGREPO)

Instructions for use:

Account Rep: Please fill out the form below and then fax (or email) it back to the merchant of record. Note: It is imperative that the information provided below is both accurate and complete for the Monetra system to properly function.

Merchant: Once you have recieved the information provided below, enter it into the Monetra system as per the current installation procedures located at <http://www.monetra.com/documentation>

Circle a SINGLE industry type listed below:

Retail(R) Restaurant(F) Lodging(H)

Complete all the required fields below. Grey blocks represent required minimum lengths.

ECC Merchant ID

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