

Monetra®

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v9.10.1 Build 240429007

Generated On: May 12, 2024

Copyright 1999-2024 i3 Verticals, LLC

The information contained herein is provided "As Is" without warranty of any kind, express or implied, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose. There is no warranty that the information or the use thereof does not infringe a patent, trademark, copyright, or trade secret.

i3 Verticals, LLC shall not be liable for any direct, special, incidental, or consequential damages resulting from the use of any information contained herein, whether resulting from breach of contract, breach of warranty, negligence, or otherwise, even if Monetra Technologies has been advised of the possibility of such damages. Monetra Technologies reserves the right to make changes to the information contained herein at anytime without notice. No part of this document may be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose, without the express written permission of i3 Verticals, LLC

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 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.

Bank ID

--	--	--	--	--	--

Merchant ID

--	--	--	--	--	--	--	--	--	--	--	--	--

Store ID

--	--	--	--

Terminal Number

--	--	--	--

Agent ID

--	--	--	--	--	--

Chain ID

--	--	--	--	--	--

Merchant Postal Code

--	--	--	--	--	--	--	--	--	--

Timezone

--	--	--

Merch Category Code

--	--	--	--

[illegible][illegible]

--	--	--	--	--	--	--	--

--	--

[illegible]

--	--	--	--	--	--	--	--	--

--	--	--	--

1

[illegible]

--	--	--	--	--	--	--

7

--	--	--	--	--

[illegible]

--	--	--	--

[illegible]

[illegible]