

Monetra[®]

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v7.7.0 Build 25520

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Bank of America (aka BAMS/NPC)

[NPC]

Help Desk Phone: 1-800-928-2583

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

Merchant Field	Field	Required	Monetra Name
Routing ID	6 Alpha-Numeric	C D E G	ROUTINGID
Routing Identifier			
Merchant ID	4 Numeric	C D E G	MERCHID
Merchant Number for settlement as provided by processor (not Discover or Amex merchant numbers)			
Terminal ID	4 Numeric	C D E G	TERMID
Terminal Identification Number			
Store ID	7 Numeric	C D E G	STOREID
Store Identification Number			
Merch Category Code	4 Numeric	C D E G	MERCHCAT
Merchant Category Code (aka MCC or SIC). Same as authorization category code			

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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.html>

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 Amex Discover Diners CarteBlanc JCB

Complete all the required fields below:

Legend-> Grey blocks are REQUIRED lengths

Routing ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Merchant ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Terminal ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Store ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Merch Category Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		