

Monetra®

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v10.10.0 Build 250421003

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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 Employer 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.

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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

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.

Merchant Number

Terminal ID

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Datawire ID

[illegible]

Prestigious Property

Service Phone

[illegible]

Merchant Tax ID

Merchant Postal Code

Tokenization ID

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Encryption

[illegible]

Token Acceptance Only

