

Monetra®

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v8.8.1 Build 56976

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Chase Paymentech - Salem (SALEM)

Help Desk Phone: (603) 896-8368 - Rob Lyons

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)
PID Password	8 Alpha-Numeric	C D E G	PIDPWD	Password for Presenter ID
Submitters ID	6 Alpha-Numeric	C D E G	SMID	Submitters ID (aka SID)
SID Password	8 Alpha-Numeric	C D E G	SMIDPWD	Password for Submitter ID
Settlement Spec	2 - 3 Numeric		SETTLESPEC	Settlement spec being used. 120 or 96. Default: 96
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 ZipCode	5 - 10 Alpha-Numeric		ZIPCODE	Merchant ZipCode used for Level III
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

Merchant Field	Field	Required	Monetra Name	Description
LKR Division	6 - 10 Numeric		LKRDIV	Sri Lankan Rupee Division
INR Division	6 - 10 Numeric		INRDIV	Indian Rupee Division

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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 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) Retail Self-Serve(RS)

Circle ALL payment types that apply:

Visa MasterCard American Express Discover Diners Club Carte Blanche JCB SwitchSolo

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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Settlement Spec

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Amex Division Default

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Merchant ZipCode

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Merch Category Code

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Debit Division

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IIAS Division



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

