

**Monetra®**

**Merchant Account Setup Worksheet**

**Merchant Account Setup Worksheet v9.10.1 Build 240429007**

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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 Employee 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. |

### 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)

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.

## Zipcode

Merchant ID

[illegible]

## Terminal ID

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|--|--|--|--|--|--|--|--|
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## Datawire ID

[illegible]

Group ID

## Ecommerce URL

[illegible]

Merchant Tax ID

Merchant FNS Number

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## Service Phone

[illegible]

[illegible]

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