Monetra®

Merchant Account Setup Worksheet

Merchant Account Setup Worksheet v9.10.1 Build 240429007

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Valutec - Giftcard [Web Services] (valutec_web)

Help Desk Phone: 888-381-8258

Supported Card Types: (G)ift

Merchant Field	Field	Required	Monetra Name	Description
Client Key	1 - 36 Free Form	C D E G	CLIENTKEY	Client Key Assigned by Valuetec
Terminal ID	1 - 15 Free Form	C D E G	TERMID	Terminal ID Assigned by Valuetec
Bin Range	1 - 100 Free Form		BINRANGE	Only supply if not using default bin range 701852. Specify as MIN1-MAX1;MIN2-MAX2 etc.

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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

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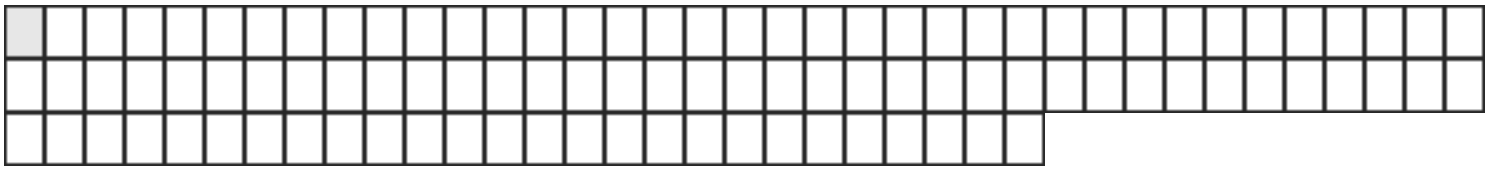
Circle a SINGLE industry type listed below:

Retail(R) Mail-Order/Phone-Order(M) E-Commerce(E) Restaurant(F) Lodging(H) Automated Fuel(AF) Retail Self-Serve(RS)

Complete all the required fields below. Grey blocks represent required minimum lengths.

Client Key

Terminal ID

Bin Range