FORM A - Merchant with Standalone Terminal Processing
Payment Card Merchant Account Profile Information
Fiscal Year

Merchant Information:

Merchant #	DBA Name	Department (if different than DBA)

Address	Campus Zip	Contact for Monthly Allocation Info

Business Manager	Phone #	Accounting Coordinator	Phone #

Products / Services Sold Via Payment Cards:

Processing Methods:

Card payments are received via the following payment channels (check all that apply):   *Fax and email are not allowed*

Mailed In   In Person   Phone   Other (please explain)

Processing Equipment Used:

Ingenico Desk 3500   Ingenico Tetra Move 5000

Ingenico Desk 5000

Other

For Other, please indicate # of each type in space above

Terminal Connection:

Ethernet w SafeT   Cellular Phone Line   Other (please explain)

This document accurately reflects the credit card process for the merchant number specified above. *No point-of-sale system, third-party processors, e-commerce, or other channels are used in the processing of payment cards for this merchant number.*

_____   _____

Signature of Department Head / Business Manger   Date