

**Monetra®**

**Merchant Account Setup Worksheet**

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

**Generated On: May 18, 2024**

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# First Data - Telecheck (TELECHECK)

Help Desk Phone: 800-366-1054

Supported Card Types: None

| Merchant Field       | Field                | Required | Monetra Name    | Description   |
|----------------------|----------------------|----------|-----------------|---|
| Merchant Postal Code | 5 - 9 Alpha-Numeric  | C        | ZIPCODE         | Merchant postal code (no spaces or dashes). Used for Level II qualifications.   |
| Subscriber ID        | 1 - 10 Numeric       |          | MERCHID         | Telecheck Subscriber ID/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. |
| Terminal ID          | 4 Numeric            |          | TERMID          | Terminal Identification Number.   |
| Check Reader Code    | 3 Numeric            |          | CHECKREADERCODE | Check reader code as set by Telecheck. You may leave it blank if you use more than one type of reader hardware                                |

## First Data - Telecheck (TELECHECK)

### 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) Restaurant(F) Lodging(H)

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

Merchant Postal Code

Subscriber ID

[illegible]

## Datawire ID

[illegible]

## Terminal ID

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|--|--|--|--|

## Check Reader Code

|  |  |  |
|--|--|--|
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|--|--|--|