## Merchant to do's:

1. Use the url listed below.



2. Select CREATE LOGIN



3. Enter the merchant ID number and Zip code. Hit Register.

$\underbrace{\blacksquare}_{A \ N \ D \ E \ R \ S \ O \ N}$	ENGLISH
REGISTRATION	
REGISTRATION BUSINESS INFORMATION TERMINAL INFORMAT	ION PRE-SAQ QUESTIONS SUMMAR
MERCHANT REGISTRATION	
Take Chart ID	
Merchant Zip Code.	

4. Business information. Must complete highlighted fields.

REGISTRATION			
_			
REGISTRATION	ISINESS INF	ORMATION TERMINAL INFORM	MATION PRE-SAQ QUESTIONS SUMMARY
USINESS INFORMATION			
BUSINESS NAME		LOCATION INFO	MERCHANT LOGIN:
*Business Name (DBA)		*Street Line 1:	*Username
PLEASE, ENTER BUSINESS NAME.		Street Line 2:	*Password:
Legal Name		City	REQUIRES ONE OF EACH: CAP, LOWERCASE, NUMBER, & CHARACTER
12503472			*Re-enter Password:
BANK INFO:		COUNTRY	
		STATE	
	•	NON US 210 13115	
COMPANY INFO		CONTACT INFO	
Company Phone		Contact Name	
Company Contact Email		Contact Phone	
Company Url		Extension:	
MCC/SIC Code		Contact Phone 2	
TYPE OF BUSINESS		Contact Email	
NONE	•	Contact Fax	

5. Terminal Information. Please enter devise used for processing.

REGISTRATION				
REGISTRATION	BUSINESS INFORMATION	TERMINAL INFORMATION	PRE-SAQ QUESTIONS	SUMMARY
TERMINAL INFORM	ATION			
WHAT TYPE OF POS	DEVICE DO YOU USE?			
BAG	ж		СОМТ	INUE

6. Merchant Overview, please verify email. Once the registration is completed, the merchant will use their User/PW to login and submit the Chargeback.

MERCHANT DASHBOARD		
		STEPHENSON ADCOUNTING AND TAX SV / 12503472
OPTIONS		QUICK LINKS
	۲	
S MERCHANT OVERVIEW		HELP/CONTACT US
ANAGE USERS		OVERALL COMPLIANCE
DOWNLOADS		
MOTES / TICKETS / DOCUMENTS		
PCI MAX WITH BREACH PROTECTION	CLICK FOR POLICY 🤗	0%
SUBMIT A BREACH CLAIM		

7. Merchants that have Chargebacks will have the below option.