



Authorize.Net™ Gateway Setup Form

Please Fax To: **866-891-2909**

Email: support@merchantfocus.com

Upon setup, we will email you your activation instructions within one business day of receiving your completed **Setup Form**.

Merchant Focus is proud to offer setup of an **Authorize.Net™** gateway account for merchants that already have an *eCommerce Merchant Account*. Please call us at **800-895-4085** if you have any questions about this setup form.

• **All Fields are REQUIRED.**

Step One: Company Information

Company Name: _____

Street Address: _____

City, State, Zip: _____

Phone: _____, Fax: _____

Business Type: Partnership ____ Sole Proprietorship ____ Corporation ____ LLC ____ Non Profit ____

Fed Tax ID: _____ Age of Business: _____ years

Products/Services Sold: _____

Step Two: Owner/Principle Information

Full Name: _____

Title: _____ Social Security or Fed Tax ID Number: _____

Home Address (if different from above): _____

City, State, Zip: _____ Home Phone: _____

• **REQUIRED Merchant's Email Address:** _____

Step Three: Account Creation Information

You **MUST** have an **Internet Merchant Account** (not Retail or MOTO) on an "authorization network" compatible with Authorize.Net. Please see the **six authorization networks** we can accept in STEP five below.

Internet Merchant Account Processor Name: _____

Step Four: Billing Information

Bank Name: _____

ABA Routing Number (9 digits): _____ Bank Account #: _____

Step Five: Current eCommerce Processor**YOU MUST CONFIRM YOUR CURRENT INTERNET MERCHANT ACCOUNT DATA:***Please pay special attention to the NUMBER of DIGITS required. They must match or we cannot accept:*

FDC – NASHVILLE	
Merchant ID (MID): (6-11 digits)	
Terminal ID (TID): (6-11 digits)	
FDC – Omaha	
Merchant ID: (16 digits)	
Global (GPS)	
Acquirer Inst. ID (Bank ID): (6 digits)	
Merchant ID (MID): (15 digits)	
Nova or Elavon	
Bank Number/Term Bin: (6 digits)	
Terminal ID (TID): (16 digits)	
Paymentech	
Client: (4 digits)	
Merchant # (Gensar #): (12 digits)	
Terminal ID (TID): (3 digits)	
Vital	
Merchant Number: (12 digits)	
Bin Number: (6 digits)	
Agent Number: (6 digits)	
Chain Number: (6 digits)	
Store Number: (4 digits)	
Terminal Number: (4 digits)	
MCC/SIC Code: (4 digits)	

Step Six: Accepted Cards

Please **CHECK** the cards that your current Internet Merchant Account is *already authorized to accept*:

Visa: _____ MasterCard: _____ Discover: _____ American Express: _____

Authorize.Net™ eCommerce Fees:

By initialling below, I AGREE that the \$49.00 Authorize.Net Setup Fee is NON REFUNDABLE and will be charged to my Credit Card at the time my Authorize.Net Payment Gateway is built and my Authorize.Net "Activation Instructions" are emailed to me.

Your Initials: _____

- One Time Setup Fee: \$49.00
- Gateway Access Fee (Monthly Fee): \$15.00
- Per Transaction Fee: \$0.10 each

We Accept: Visa, MasterCard, and American Express



Credit Card Number: _____

C.V.V. (3 digit security code): _____ Expiration Date: _____ / _____

Billing Information (must match what your card issuing bank has on file):

Cardholder Name (as it appears on card): _____

Billing Street Address: _____

City, State, Zip: _____

Your Email Address: _____

- **Please fax Completed Sign-Up Form to : 866-891-2909**

Within one business day of faxing your completed **Sign-Up Form**, you will receive a detailed email containing your "**Activation Instructions**" for **Authorize.Net** from:

support@Authorize.Net

Toll Free: 800-895-4085

Merchant Focus is an Authorize.Net Preferred Reseller

Email: support@merchantfocus.com

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