



Already Have Your Merchant Account?

**GatewayOnly will build your Authorize.Net gateway and email your Activation and Integration instructions within one day of receiving your completed Setup Form.**

**Step 1 – Company Information – REQUIRED**

Company Name (Legal Corporate Name or DBA)			
Business Type			
<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Corporation / LLC	<input type="checkbox"/> Non Profit
Market Type (select only one)			
<input type="checkbox"/> Card Not Present (CNP) / eCommerce (key entered)		<input type="checkbox"/> Card Present (CP) / Retail (swiped)	
Street Address	City	State/ Province	Zip/Postal Code
Phone Number	Federal Tax ID	Social Security # (for Sole Proprietorship ONLY)	

**Step 2 – Owner/Principal/Partner/Officer Information – REQUIRED**

Name	Email Address for Activation Instructions

**Step 3 – Merchant Account Sales Rep Contact Information – REQUIRED**

Sales Rep Name	Sales Rep Email
Sales Rep Phone	Processor Name

## Step 4 – Current Processor Data – **REQUIRED**

**GatewayOnly does NOT provide Merchant Accounts**

**Provide information for ONLY ONE of the following Networks:**

In order to program your Authorize.Net account, we will need information about your existing Merchant Account. Your Merchant Service Provider will give you the data to connect your Merchant Account to Authorize.Net. Please enter this data below. You will find this data on your “VAR SHEET” or ask your Merchant Account Sales Rep for help.

### **FIRST DATA: FDC - NASHVILLE**

Merchant ID (MID): *(7 digits)*

Terminal ID (TID): *(7 digits)*

### **FIRST DATA: FDC - OMAHA**

Merchant ID (MID): *(15 or 16 digits)*

### **FIRST DATA: PAYMENTECH**

Client: *(4 digits)*

Merchant # (Gensar #) *(12 digits)*

Terminal ID Number (TID) *(3 digits)*

### **GLOBAL (GPS)**

Acquirer Inst. ID (Bank ID): *(6 digits)*

Merchant ID/Term ID (MID)/(TID): *(10-15 digits)*

### **NOVA / ELAVON**

Bank Number/Term BIN: *(6 digits)*

Terminal ID (TID): *(16 digits)*

### **VITAL / TSYS**

Merchant Number: *(12 digits)*

BIN Number: *(6 digits)*

Agent Number: *(6 digits)*

Chain Number: *(6 digits)*

Store Number: *(4 digits)*

Terminal Number: *(4 digits)*

MC/SIC Code: *(4 digits)*

## Authorize.Net Payment Gateway Fees:

### I ACKNOWLEDGE:

- (I) I am an authorized principal, partner, office, owner or other authorized representative of my company that is authorized to provide the information requested in this Set Up Form.
- (II) At the end of my first month Authorize.Net will bill my company the pro-rated first month's Monthly fee plus the next month's Monthly fee. Thereafter Authorize.Net will only bill my company the Monthly fee plus Transaction/Batch fees at the end of each month.

Email Address for Activation Instructions:

Please select from the following price plan options based on your projected transaction volume:

#### CLASSIC Authorize.Net

*RECOMMENDED IF YOU ARE PROCESSING  
LESS THAN 125 TRANSACTIONS MONTHLY*

Free Setup

\$15.00 per month  
.10 Cents per Transaction/Batch

#### ADVANCED Authorize.Net

*RECOMMENDED IF YOU ARE PROCESSING  
OVER 125 TRANSACTIONS PER MONTH*

Free Setup

\$20.00 per month  
.06 Cents per Transaction/Batch

### Value Added Services:

You may enroll in the any of these optional Value Added Services during activation of your gateway, or at any time in the future by logging into your Authorize.Net merchant interface.

- Customer Information Manager
- Automated Recurring Billing
- Advanced Fraud Detection
- Electronic Check Processing
- Simple Invoicing
- Card Account Updater

### Instructions:

To save your Setup Form to your computer, please click **FILE** and **SAVE AS**, then retile the form as your company name.

1. When you are ready to submit your completed Setup Form, please use one of the following options:
  - a) Print and fax to FAX: 800-398-8931 or FAX: 801-303-7340
  - b) Scan and email to: [customerservice@gatewaysetup.com](mailto:customerservice@gatewaysetup.com)
  - c) Forward your saved PDF form to: [customerservice@gatewaysetup.com](mailto:customerservice@gatewaysetup.com)
2. Within one day you will receive your Authorize.Net Activation and Integration instructions.
3. If you have sales or service questions please email us: [customerservice@gatewaysetup.com](mailto:customerservice@gatewaysetup.com)

For **SALES** questions, please call us at: 888-476-4283 or 888-744-2884 or visit [www.GatewaySetup.com](http://www.GatewaySetup.com)



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Email: [customerservice@gatewaysetup.com](mailto:customerservice@gatewaysetup.com) | Fax: 800-398-8931 | Fax: 801-303-7340