



PXA Unattended Set Up Process

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AUSTRALIAN SET UP FOR UNATTENDED PAYMENT PROCESSING

There are two parts to getting set up to Set process EMV transactions on your unattended terminal using Payment Express.

- Setting up an account with Payment Express.
- Setting up a merchant facility and obtaining a merchant number

1.1 SETTING UP THE ACCOUNT APPLICATION WITH PAYMENT EXPRESS (ONLINE) OR (MANUALLY – VIA EMAIL, SEE NEXT PAGE)

Please click the link below and fill in the required details.

<https://sec.paymentexpress.com/pxmi3/apply>

Once the application has been completed, please email your contact at Payment Express or sales@paymentexpress.com

Advising the details of the application.

From there PX will contact you directly to discuss the agreement

The Payment Express Processing. Agreement will be required to be executed before the proposed live date.

1.2 SETTING UP A MERCHANT FACILITY AND OBTAINING A MERCHANT NUMBER FROM THE AVAILABLE MERCHANT BANKS PROVIDED

Complete and return the merchant facility information , see page 3

For more information on available merchant banks please see pages 4 & 5

1.3 SALES CONTACT DETAILS

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W: www.paymentexpress.com.au

Setting up the Account application with Payment Express (via email)

Please complete and return the below company details and contacts.

Please email to Aurelien.Chabanol@paymentexpress.com

Trading Name:	
Legal Name (Pty Ltd):	
ABN:	
Address: (Physical) no PO Box's	
(St, Level, Unit, Suite...ect)	
City/Suburb, State, PC	
Address: (Postal)	
(PO Box, St, Level, Unit, Suite...ect)	
City/Suburb, State, PC	
Phone or Mobile:	
Web Address:	
Management Contact Name: first and last	
Title/Position:	
Contact Number:	
Email:	

Operations Contact Name: first and last	
Title/Position:	
Contact Number:	
Email:	
Finance Contact Name: first and last	
Title/Position:	
Contact Number:	
Email:	
Other Contact Name: first and last	
Title/Position:	
Contact Number:	
Email:	
NOTES (devices, other)	

2 SETTING UP A MERCHANT FACILITY AND OBTAINING A MERCHANT NUMBER

Please complete the below table and return via email

Bank	
Business name	
Merchant ID (Caid)	
EB Number (NAB)	
Terminal ID (Catid) not required for ANZ	
CAIC (CBA Only)	
Card Acceptor Location	
MCC	
AMEX MID (optional)	
Diners MID (optional)	

Offline / Batch	If required, please confirm offline and batch compatibility with your acquirer
Offline Max Transactions	
Offline Max Amount	

3 ACQUIRING CERTIFICATIONS

Each of the banks have different requirements and standards. Please refer to the table below to view the requirements that are specific to the bank you acquire through.

Unattended	SCR200	BRF210	SKP200 PIN
ANZ	EMV	EMV	EMV
Bankwest Merchant Services	EMV	tba	PIN bypass
Commonwealth Bank	EMV	EMV	PIN bypass
National Australia Bank	EMV	EMV	EMV
Westpac	EMV	EMV	EMV
St George	tba	tba	

Commonwealth Bank Merchants

If you acquire through the Commonwealth bank, it may be helpful to make known to your banking representative that you are looking for a 'Commlink Merchant Facility' connected through Payment Express

National Australia Bank Merchant

If you acquire through the National Australia Bank it may be helpful to make known to your banking representative that you are looking for a 'Gateway' facility (Not to be confused with NAB Transact)

4 TERMINOLOGY

Merchant ID	This is an electronic merchant number generated by the bank specifically for your business to be able to transact online. The ANZ Australia may also refer to this field as an 'EPOS Number'
Terminal ID	This is a number associated with the 'Merchant ID'. A merchant can have one or many Terminal ID's
Card Acceptor Name	This is the name that appears on the card holders' statement. This field must have no more than 25 characters.
Card Acceptor Location	This is the physical location of business operation. This is usually the town or city of your business.
Merchant Category Code	Your bank will assign you with a merchant category code based on your business type
CNP	Card not present transactions
EFT	EFTPOS transactions
UNT	Unattended and vending transactions
Offline / Batch	A transaction can be processed off-line where the terminal does not dial out for an authorisation, If required, please confirm offline and batch compatibility with your acquirer
Offline Max Transactions	The acquirer agrees to the max number of transactions allowed in any single offline period
Offline Max Amount	The acquirer agrees to the max value of transactions allowed in any single offline period

The information listed above relates to the specifications Payment Express uses to configure our payment host, to your merchant account, for real time credit card authorisation.

Please contact your banks' help desk on the numbers provided below to receive this information (if you are already set up for 'Card Not Present' processing). Alternatively, you may need to apply for a facility to process online (e-commerce) transactions. Please speak with your banking representative about this.

Requirements for Accepting American Express and JCB

For processing of American Express and JCB cards, Payment Express customers are required to obtain an American Express "merchant number" and "terminal ID" exclusively for Payment Express use.

If you are an existing American Express merchant call American Express directly on 1300 363 614 option 3 and ensure your current merchant number is exclusively in use with Payment Express. If not please request an additional merchant number exclusively for Payment Express use. Please also request that American Express issue a terminal ID for the Merchant number to be used in Payment Express processing. The "terminal ID" provided by American Express will take 1-2 business days to be loaded by American Express.

If you are not currently an American Express merchant call American Express directly on 1300 363 614 option 4 and discuss becoming an American Express merchant, requesting a "merchant number" and "terminal ID" for Payment Express use.

Payment Express can load this merchant number as soon as you give us the terminal ID and at that stage we can tell you if it is active yet or not. If the terminal ID is not active when Payment Express load it you will need to follow up with American Express Directly on 1300 363 614 option 3 to confirm if/when your terminal ID is operational.

Requirements for Accepting Diners Club

To be able to process Diners, please contact Diners directly on 1300 360 060 or +61 3 9805 4410

Acquirer Contact Information

The contact numbers listed below are to be used as a guide to contacting the merchant services departments of each of the acquirers that Payment Express has connectivity to in New Zealand. If you already have a banking representative for your business, please contact them directly.

5 ACQUIRER CONTACT DETAILS

ANZ	1300 366 988
Bank West Australia Merchant Services	1800 655 204
Commonwealth Bank	1800 730 554
National Australia Bank	1 300 369 852
St George	1300 760 278
Westpac Australia	1300 660 953
American Express	1300 363 614
Diners	1300 360 060 or +61 3 9805 4410