

PARAMETER SHEET

Monetico online payment solution

Please fill out this form and return it by email in order to add or modify the information related to your Monetico online payment solution.

By email: **support@desjardins.monetico-services.com**

Merchant Informations	
Enrollment reference no./ Merchant no.:	
Online store address: http://	Company name:
Authorization – Contacts	
You must provide contact information for the persons in charge (administrators) with whom Desjardins is authorized to modify the parameters of your Internet payment solution.	
Merchant	
Name of person in charge (administrator): <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.	Position :
Email :	Telephone :
If you wish to add others, indicate their name(s) and email address(es):	
Name:	Name:
Email:	Email:
Integrator	
Name of person in charge: <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.	Company name:
Email:	Telephone:
Electronic Payment Terminals (EPT) – Ordering and configuration	
How will you use your electronic payment terminals (EPT)?	
<input type="checkbox"/> EPT to integrate with a website. <ul style="list-style-type: none"> <input type="checkbox"/> Hosted payment page (remote) <input type="checkbox"/> Integrated payment page (iframe) <input type="checkbox"/> Non-hosted payment page (emulation) 	
<input type="checkbox"/> EPT for processing mail and telephone orders only (virtual terminal).	
<input type="checkbox"/> EPT Payable	

PLEASE SEE OVER

Electronic Payment Terminals (EPT) – Ordering and configuration

Select the desired EPT types:

- Purchase payment EPT
- Express payment: lets you save up to 3 cards on the payment page
- Preauthorization payment EPT: The authorized amount is frozen on the cardholder's credit card and you must manually complete the payment at a later time.
- Recurring payment EPT: process transactions automatically according to the frequency required.
- Date for payment of instalment:
- On a specific date, the _____ of each month (indicate the day DD)
 - On the anniversary date of the first transaction (by default)
- EPT instalment payment: The balance is split into 2, 3 or 4 payments.
- 2 3 or 4 (by default)

If payment is refused:

- Add the amount to the next payment date (by default if no box is checked)
- Cancel the next payment dates
- Cancel the payment on the refused date and resume on the next payment date

If the card expires before the last scheduled payment:

- Refuse payment (by default if no box is checked)
- Add the outstanding balance to the first payment date

Email providing file listing payments renewed.

By default: person in charge (administrator). Indicate if you wish otherwise:

Email: _____

Fraud Prevention - Options

Indicate if you wish to activate AVS (Address Verification System).

- Activate AVS

Select configuration:

- Continue payment regardless of result code
- Automatically refuse payment if the postal code OR address does not match the cardholder's billing address
- Automatically refuse payment if the postal code AND address do not match the cardholder's billing address

Indicate whether you wish to activate the 3D Secure function. By default, this security function is inactive. If you do choose to activate it, you can always configure it or deactivate it via your control panel.

- Activate 3D Secure

Payment Notification

The system sends payment notifications. By default, these notifications are sent to the person in charge (administrator). Indicate if you wish otherwise.

Acknowledgement of each payment authorization

Email:

Email:

Technical problem alerts (e.g., the merchant server is not responding)

Email:

Email:

Payment summary file in .csv format for each EPT (configurable from the control panel)

Email:

Email: