	Rep Name:	Merchant:		
Timeline	**Set Up Information**			
Signed:	Attached: Banking (no starter checks)	3 Mo. Processing Stmts	Owner's Driver's License	
	For New Businesses:	Business License or Utility Bill	Other:	
Received:	**Tier 1:**	Retail: Volume $0-$250,000/month, Average Ticket Less Than $1,000		
	Tier 2:	MOTO: Volume $0-$150,000, Average Ticket Less Than $1,000		
	Tier 3:	Retail: Volume $250,000 or Greater/month, Average Ticket Less Than $1,000		
Illegible:	**Required:**	2 years business financials or 2 years tax returns		
	Tier 4:	Retail: Volume $0-$250,000/month, Average Ticket Greater Than $1,000		
		MOTO/Internet: Volume $0-$150,000/month, Average Ticket Greater than $1,000		
Incomplete:	**Required:**	2 years business financials or 2 years tax returns		
	Tier 5:	Retail: Volume $250,000 or Greater/month, Average Ticket Greater Than $1,000		
		MOTO/Internet: Volume $150,000 or Greater/month		
Complete:		2 years audited business financials or 2 years tax returns		
		6 months processing statements		
		3 months bank statements		
Pended:	Equipment Type: Terminal POS/Gateway			
	Install to be done by: Rep Axia	POS/Gateway Provider		
	Starter kits supplies provided by (terminal only):	Rep Axia (ship or drop off)		
Info Rcvd:	Org. Name:	Region:	Sub-Region:	
	Partner:	Pmt Info: % Profit or	% Vol. (Basis Pts). % of Gross: %	
Approve/Decline:	Referrer:	Pmt Info: % Profit or	% Vol. (Basis Pts). % of Gross: %	
	Reseller:	Pmt Info: % Profit or	% Vol. (Basis Pts). % of Gross: %	
File Built:	Notes:			

Merchant Info Questionnaire

For Card Present Merchant:

Does the merchant have Debit?   Yes   No   Pin Pad Type? _____   JR's encrypted-S/N _____

Does the merchant do autoclose?   Yes   No   Time: _____   Pin Pad Encryption RA Attached?

Does the merchant do gift cards?   Yes   No

Does the merchant have check guarantee?   Yes   No   Info: _____

Does the merchant accept Amex?   Yes   No   Please request new

Does the merchant accept Discover?   Yes   No   If yes, Axia will request new

Are they using a POS?   Yes   No   Contact info: _____

     FOR RESTAURANT MERCHANT:

Does the merchant do Tips?   Yes   No

Does the merchant do Server #s?   Yes   No

For MICROS Merchant:

What type of Micros system does the merchant have?   IP   Dial-Up

How will the additional per item fee be handled?

     Included In Pricing/Billed to Rep   Bill Merchant (ACH AUTHORIZATION FORM ATTACHED)

For Axia Gateway Merchant:

What package?   Silver   Gold* (Please select: Customer Database or   Fraud Package)   Platinum*

     Additional $5 monthly fee for Gold. Additional $10 monthly fee for Platinum

Retail Swipe Enabled?   Yes   No

ePay Charge Software?   Yes   No   Number of ePay Charge Licenses ___

How will the billing of gateway fees be handled?

     Included In Pricing/Billed to Rep   Bill Merchant (ACH AUTHORIZATION FORM ATTACHED)

For MOTO/Internet Merchant:

Does the merchant accept Amex?   Yes   No   Please request new

Does the merchant accept Discover?   Yes   No   If yes, Axia will request new

Internet Merchants: Does the merchant store credit card numbers online?   Yes   No

If applicable, please fill in name of web developer & Gateway: _____

Company _____   Gateway _____

Contact _____   Phone _____   Email _____