



Merchant**Partners**

**Online Commerce Suite™  
Batch Processing Guide**



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Merchant Partners  
11121 Willows Rd NE  
Suite 120  
Redmond, WA 98052

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# Overview

Online Commerce Suite is a Web-based payment gateway that allows you to process secure credit card and electronic check payments for goods and services over the Internet. Using the Online Merchant Center™ web-based administrative user interface, you can configure your Online Commerce Suite account, add users, and manage your e-business. Online Commerce Suite provides a comprehensive set of online and downloadable transaction management and accounting reports.

## What's In This Guide

The Online Commerce Suite Batch Processing Guide is designed to assist you with the steps required to bulk-process credit card and electronic check transactions. Batch Processing is just one of many transaction processing methods available in the Online Commerce Suite. For an overview of the integration methods available, please refer to the [Integration Guide](#).

## How to Comment on This Guide

Every effort has been made to produce an accurate and easy to understand the Batch Processing Guide.

## Contact Information

For more information about Online Commerce Suite, refer to the following:

### Customer Service

If you have problems with this document, or find that the instructions are incorrect, incomplete, or inadequate, please let us know.

Send your comments to [support@merchantpartners.com](mailto:support@merchantpartners.com)

Phone: (866) 242-9933

### Documentation

Web Site URL: [https://www.onlinemerchantcenter.com/mpartners/html/user\\_manuals.html](https://www.onlinemerchantcenter.com/mpartners/html/user_manuals.html)

### Certified Networks

Web Site URL: <https://www.onlinemerchantcenter.com/mpartners/html/networks.html>

### Hardware Compatible List

Web Site URL: <https://www.onlinemerchantcenter.com/mpartners/html/equipment.html>

### Transaction Processing URL

URL: <ftp://ftp.atsbank.com/>

**Transaction Types (Batch Processing Actions)**

**Note:**The following transaction types are available. The second field on each line of the batch file specifies the record type. It must be one of the values shown in the table below. If the Record Type is set to any value other than the ones shown in the table below, the entire line is ignored. No error is generated, and the receipt (if requested) will also not contain an entry for the ignored record.

<b>Credit Card Transaction</b>	<b>Description</b>
NS_QUICKSALE_CC	This transaction format can be used to batch process credit card transactions.
NS_QUICKSALE_PREAUTH	This transaction format can be used to process a Pre-Authorization Only transaction.
NS_QUICKSALE_POSTAUTH	This transaction format can be used to complete a Pre-Authorization Only transaction.
NS_QUICKSALE_CCCREDIT	This transaction format can be used to issue a standalone credit (one that doesn't offset an existing credit card sale).
NS_QUICKSALE_CCCREDITBACK	This transaction format can be used to issue a full or partial credit for an existing credit card sale.
NS_QUICKSALE_VOID	This transaction format can be used to void a transaction. Once a transaction has settled it can no longer be voided, and a credit must be issued.
<b>Recurring Transaction</b>	<b>Description</b>
NS_RECURRING_ADD	This transaction format can be used to batch import a recurring consumer, and is required to batch update or cancel the recurring consumer.
NS_RECURRING_UPDATE	This transaction format can be used to modify in batch an existing consumer's recurring configuration; the consumer must have been added using the batch recurring add format.
NS_RECURRING_CANCEL	This transaction format can be used to cancel (or delete) an existing recurring consumer.
<b>ACH Transaction</b>	<b>Description</b>
NS_QUICKSALE_CHECK	This transaction format can be used to batch process ACH (electronic check) transactions.
NS_CONSUMER_DISBURSEMENT	This transaction format can be used to disburse funds from the merchant's checking account to a consumer using an ACH (electronic check) transaction.
NS_QUICKSALE_CHECKREFUND	This transaction format can be used to issue a full or partial refund on an existing ACH (electronic check) transaction.
ACH_VERIFICATION	This transaction format can be used to verify that the account is valid and in good standing.
<b>Check 21 Transaction</b>	<b>Description</b>
EXTACH_CK21SALE	This transaction format can be used to batch process Check 21 transactions through a third party processor.
EXTACH_CK21VOID	This transaction format can be used to void a Check21 transaction. Once a transaction has settled it can no longer be voided, and a credit must be issued.
EXTACH_CK21REFUND	

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	This transaction format can be used to issue a full or partial refund on an existing Check21 transaction through a third party processor.
<b>3rd Party Check Processing Service Providers</b>	<b>Description</b>
EXTACH_SALE	This transaction format can be used to batch process ACH (electronic check) transactions through a third party processor.
EXTACH_VOID	This transaction format can be used to void an Extended ACH (electronic check) transaction. Once a transaction has settled it can no longer be voided, and a credit must be issued.
EXTACH_REFUND	This transaction format can be used to issue a full or partial refund on an existing ACH (electronic check) transaction through a third party processor.
EXTACH_CONSUMERDISBURSEMENT	This transaction format can be used to disburse funds from the merchant's checking account to a consumer using an ACH (electronic check) transaction through a third party processor.
<b>Stored Profile</b>	<b>Description</b>
PROFILE_ADD	This transaction format can be used to store a consumer's payment information for billing at a later date. This transaction will place a \$1.00 Authorization on all Credit Cards to validate them.
PROFILE_IMPORT	This transaction format can be used to store a consumer's payment information for billing at a later date. This transaction will NOT place a \$1.00 Authorization on all Credit Cards to validate them.
PROFILE_SALE	This transaction format can be used to charge consumer payment information stored profile.
PROFILE_UPDATE	This transaction format can be used to update the data in a stored profile.
PROFILE_CREDIT	This transaction format can be used to issue a standalone credit to the consumer payment information in a stored profile.
PROFILE_DELETE	This transaction format can be used to delete a stored profile.

## Batch Processor Test Templates

**Note:** The following templates are available for downloading which can be customized for specific transaction types. The following test account info can be used to test different transaction types by updating the templates. If a required field is not applicable to your needs (such as the Sub ID field for merchants with multiple sites), the required field must still be included in the record but should be left blank. None of the optional fields or their delimiters that follow the last required field needs to be supplied.

- Account ID: TEST0
- Credit Card: 5454545454545454
- ACH: 999999999 - ABA: 999999999
  
- [Credit Card Template.xls](#)
- [ACH Template.xls](#)
- [Recurring Template.xls](#)
- [Check 21 Template.xls](#)
- [Third Party Check Processing Template.xls](#)
- [Stored Profile Template.xls](#)

# Setting Up An Online Commerce Suite Account

The first step in setting up your Online Commerce Suite account is to contact Customer Service to complete your registration by telephone. When your account is confirmed and set up, you will receive your five-digit Online Commerce Suite Account ID number (Acct ID) This important number identifies your account in the Online Commerce Suite system and allows the system server to authenticate transactions originating from you. Be sure to include your Online Commerce Suite Acct ID number in all correspondence with Customer Service.

See the companion manual [Getting Started with Online Commerce Suite](#) for more information on setting up your account.

## Integrating your System with Online Commerce Suite

Your e-commerce goals determine the transaction processing method you will use with Online Commerce Suite. Various factors make a difference how you integrate Online Commerce Suite with your e-commerce business, whether you offer products or subscriptions or both. Factors include:

- Do you use Shopping Cart software?
- Did you develop your own Web site?
- Is your Web site is hosted on a secure server?
- Do you want Online Commerce Suite to calculate shipping and tax?
- Do you have your own database to track your inventory and business?

The answers to these questions determine the complexity of your integration with Online Commerce Suite. Depending on your requirements, integration can be very straightforward or may require a sophisticated understanding of HTML, CGI, ASP or other Web technologies.

## Batch File Submission using SFTP

Batch processing is oriented toward the non-interactive approach to data processing. Your system accumulates a number of transaction requests (a batch), submits them all for processing, and then optionally receives a receipt file of transaction results. This is an excellent way to process a large number of recurring billings at the end of the month, or for submitting the Post-Auth transactions to complete earlier Pre-Auth transaction that were processed in real-time.

Batch processing gives you complete control over what your customers see. The Online Commerce Suite URL never appears in your customer's browser. Communication between your system and Online Commerce Suite is done in batches using SFTP. This method requires some programming or database / spreadsheet skills.

### How It Works

Interactions between you and your customer browser are not shown in Figure 1, because this process assumes the interactions to have accumulated into the transaction requests comprising the batch file.

1. You prepare a batch file of transaction requests in accordance with the file and record formats.
2. The file is PGP-encrypted to prevent unauthorized inspection of the contents.
3. Your system connects to the Online Commerce Suite system server via the Internet using the Online Commerce Suite SFTP URL, using a login and password provided by Customer Service.
4. Select the /Uploads directory and transmit the file using SFTP. You can also place the batch file into the /Uploads/HighVolume directory if you wish to process a large number of transactions at once, but the transactions in the batch file are not guaranteed to complete in the same order in which they appear in the batch file because multiple transactions will be processed concurrently.
5. Online Commerce Suite scans the \Uploads and \Uploads\HighVolume directories several times a minute and moves any uploaded files behind a firewall prior to the actual transaction processing.
6. The batch file begins processing and the results for each transaction are immediately visible in the regular Transaction Report of the Online Commerce Suite.



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- When the batch has completed processing, Online Commerce Suite can optionally return a receipt file containing the transaction results to your system. This can be done using FTP or E-Mail, and the file may be encrypted using the industry-standard PGP (Pretty Good Privacy) system. Improperly formatted or incomplete records appearing in the batch file are discarded, and do not show up in any reports or the receipt file. Empty batch files (or those appearing to be empty because of formatting problems) generate no receipt.

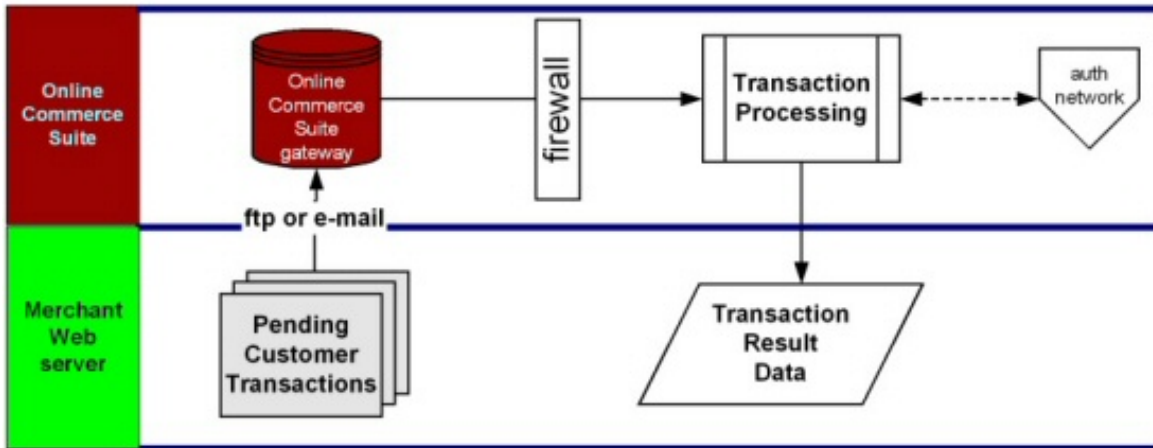


Figure 1: Batch processing submission process.

### File Format

The batch transaction request file is an ANSI-format text file with one transaction per line and a single TAB (ANSI 9) character separating each field. If a required field is not applicable to your needs (such as the Sub ID field for merchants with multiple sites), the required field must still be included in the record but should be left blank. None of the optional fields or their delimiters that follow the last required field needs to be supplied.

Each transaction record starts with a Transaction ID and a Record Type. The Transaction ID is supplied by you, the Merchant, and is used to link the batch file record to your database for later reconciliation of the transaction results. For example, you could pass a Customer ID or Account Number from your own software system as the Transaction ID. The Record Type tells Online Commerce Suite what to do with the remaining fields on the line; the meaning of each field depends on the Record Type. See the Supported Record Types table below for details.

Because the data for each transaction includes a Record Type, you may submit different types of transactions in a single file. For example, you could submit a single file containing both credit card and check sales, and update the recurring database with new members.

If you have no programming expertise, the easiest way to create a file in the required format is to place each input field into separate columns in Microsoft Excel, with one record per row. Column A should contain the Transaction ID, and column B should contain the Record Type. Subsequent columns need to be filled in with the additional fields of the record format you wish to process. Save the file to disk using the *Save As* command; when prompted for the name of the file, be sure to change the type from *Microsoft Excel Workbook (\*.xls)* to *Text (Tab Delimited)*.

## Data Types

The data types used in both the transaction and receipt records are as follows:

Data Type	Description	Examples
character	A series of characters of any type including letters, numbers, punctuation marks, and symbols. A TAB (ANSI 9) may not be included because it is used as the field separator. The size indicates the maximum length of the field.	John Doe 310-826-2323 420 Main Street, Apt. 3
numeric	A number with an optional fraction. The size indicates the maximum length of the field including the fraction, followed by a comma, and the number of digits in the fraction.	19.95 1234.56 880
boolean	A value indicating either TRUE or FALSE. "1", "Y", and "YES" are treated as TRUE; "0", "N", and "NO" are treated as FALSE.	1 TRUE Y Yes

# Credit Card Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

## Credit Card Record

**Note:** Fields marked with a diamond ("◊") are only required for Purchase Card Level II transactions.

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	Record Type	char		•	"ns_quicksale_CC"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
5	CCName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
6	CCNum	char	18	•	Credit card number
7	CCExpMonth	numeric	2,0	•	Credit card expiration month
8	CCExpYear	numeric	4,0	•	Credit card expiration year
9	SubID	char	5		Your five-character merchant account sub identifier
10	CICompanyName	char	64		Consumer's company name
11	CIBillAddress1	char	64		Consumer's billing address line 1
12	CIBillAddress2	char	4,0		Consumer's billing address line 2
13	CIBillCity	char	32		Consumer's billing city
14	CIBillState	char	32		Consumer's billing state
15	CIBillZip	char	16		Consumer's billing zip code
16	CIBillCountry	char	32		Consumer's billing country
17	CIShipAddress1	char	64		Consumer's shipping address line 1
18	CIShipAddress2	char	64		Consumer's shipping address line 2
19	CIShipCity	char	32		Consumer's shipping city
20	CIShipState	char	32		Consumer's shipping state
21	CIShipZip	char	16		Consumer's shipping zip code
22	CIShipCountry	char	32		Consumer's shipping country
23	CIPhone	char	16		Consumer's phone number
24	CIEmail	char	64		Consumer's email address
25	CIMemo	char	1024		Merchant-supplied information
26	CIDriversLicenseNo	char	32		Consumer's driver's license number
27	CISocialSecurityNo	char	32		Consumer's social security number

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28	EEmailTo	char	64		Email address to email receipt to (instead of consumer)
29	EEmailFrom	char	64		Email address to send receipt email from (instead of merchant)
30	EEmailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")
31	EEmailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
32	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
33	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing ; >0 = Maximum number of times a consumer's account is re-debited through recurring billing
34	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
35	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
36	AVSOverride	boolean			0 = don't override AVS checks, 1 = override AVS checks
37	CVV2	numeric	4,0		CVV2 / CVC2 code of credit card
38	SupplierRefNum	char	9	◇	A mandatory reference number that helps the merchant identify the charge in case of an inquiry by the credit card company.
39	CardHolderRefNum	char	17	◇	The cardholder reference number.
40	ShipZip	char	16	◇	The shipping ZIP code.
41	SalesTax	numeric	10,2	◇	The sales tax amount (not the sales tax percentage).
42	ChargeDescriptor	char	40	◇	A mandatory free-form field describing the charge.
43	OptionalAmountID	char	1	◇	A code describing the OptionalAmount value: 0 = Not used 1 = Local Sales Tax Amount 2 = Tax Exempt
44	OptionalAmount	numeric	10,2	◇	An optional amount as described by the OptionalAmountID field.
45	POCustomerRefID	char	17	◇	A customer Purchase Order Number
46	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$

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47	Custom1	char	32		Custom field for information to be included with the transaction
48	Custom2	char	32		Custom field for information to be included with the transaction
49	Custom3	char	32		Custom field for information to be included with the transaction
50	Custom4	char	32		Custom field for information to be included with the transaction
51	Custom5	char	32		Custom field for information to be included with the transaction
52	Custom6	char	32		Custom field for information to be included with the transaction
53	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### Credit Card Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Credit Card Pre-Authorization

**Note:** Fields marked with a diamond ("◊") are only required for Purchase Card Level II transactions.

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"ns_quicksale_PREAUTH"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
5	CCName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
6	CCNum	char	18	•	Credit card number
7	CCExpMonth	numeric	2,0	•	Credit card expiration month
8	CCExpYear	numeric	4,0	•	Credit card expiration year
9	SubID	char	5		Your five-character merchant account sub identifier
10	CICompanyName	char	64		Consumer's company name
11	CIBillAddress1	char	64		Consumer's billing address line 1
12	CIBillAddress2	char	4,0		Consumer's billing address line 2
13	CIBillCity	char	32		Consumer's billing city
14	CIBillState	char	32		Consumer's billing state
15	CIBillZip	char	16		Consumer's billing zip code
16	CIBillCountry	char	32		Consumer's billing country
17	CIShipAddress1	char	64		Consumer's shipping address line 1
18	CIShipAddress2	char	64		Consumer's shipping address line 2
19	CIShipCity	char	32		Consumer's shipping city
20	CIShipState	char	32		Consumer's shipping state
21	CIShipZip	char	16		Consumer's shipping zip code
22	CIShipCountry	char	32		Consumer's shipping country
23	CIPhone	char	16		Consumer's phone number
24	CIEmail	char	64		Consumer's email address
25	CIMemo	char	1024		Merchant-supplied information
26	CIDriversLicenseNo	char	32		Consumer's driver's license number
27	CISocialSecurityNo	char	32		Consumer's social security number
28	EMailTo	char	64		Email address to email receipt to (instead of consumer)
29	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
30	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")

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31	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
32	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
33	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing ; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
34	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
35	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
36	AVSOverride	boolean			0 = don't override AVS checks, 1 = override AVS checks
37	CVV2	numeric	4,0		CVV2 / CVC2 code of credit card
38	SupplierRefNum	char	9	◇	A mandatory reference number that helps the merchant identify the charge in case of an inquiry by the credit card company.
39	CardHolderRefNum	char	17	◇	The cardholder reference number.
40	ShipZip	char	16	◇	The shipping ZIP code.
41	SalesTax	numeric	10,2	◇	The sales tax amount (not the sales tax percentage).
42	ChargeDescriptor	char	40	◇	A mandatory free-form field describing the charge.
43	OptionalAmountID	char	1	◇	A code describing the OptionalAmount value: 0=Not used 1=Local Sales Tax Amount 2=Tax Exempt
44	OptionalAmount	numeric	10,2	◇	An optional amount as described by the OptionalAmountID field.
45	POCustomerRefID	char	17	◇	A customer Purchase Order Number
46	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
47	Custom1	char	32		Custom field for information to be included with the transaction
48	Custom2	char	32		Custom field for information to be included with the transaction
49	Custom3	char	32		Custom field for information to be included with the transaction
50	Custom4	char	32		

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					Custom field for information to be included with the transaction
51	Custom5	char	32		Custom field for information to be included with the transaction
52	Custom6	char	32		Custom field for information to be included with the transaction
53	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### Credit Card Pre-Authorization Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Reference Code	char	64	The reference code for the completed Pre-Auth transaction. This code must be specified when processing the Post-Auth transaction.
4	Order ID	char	64	The Order ID assigned to this transaction



## Credit Card Post-Authorization

**Note:** Fields marked with a diamond ("◇") are only required for Voice Post transactions where an authorization code was manually obtained from a call center.

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"ns_quicksale_POSTAUTH"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	Reference Code	char	64	•	Reference code from the receipt of the Pre-Auth transaction
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45); may be less than the amount of the corresponding Pre-Authorization
6	CCName	char	64		Name on account (If not supplied, "Default Name" will be used)
7	CCNum	char	18		Credit card number
8	CCExpMonth	numeric	2,0		Credit card expiration month
9	CCExpYear	numeric	4,0		Credit card expiration year
10	SubID	char	5		Your five-character merchant account sub identifier
11	AVSOverride	boolean			0 = don't override AVS checks, 1 = override AVS checks
12	CVV2	numeric	4,0		CVV2 / CVC2 code of credit card
13	VoiceAuthCode	char	6	◇	The voice authorization code obtained from the call center
14	VoiceAuthDateTime	char	32	◇	The date and time of the voice authorization (i.e. "03/19/2006 11:03")
15	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
16	Custom1	char	32		Custom field for information to be included with the transaction
17	Custom2	char	32		Custom field for information to be included with the transaction
18	Custom3	char	32		Custom field for information to be included with the transaction
19	Custom4	char	32		Custom field for information to be included with the transaction
20	Custom5	char	32		Custom field for information to be included with the transaction
21	Custom6	char	32		Custom field for information to be included with the transaction
22	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online

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				Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.
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### Credit Card Post-Authorization Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Reference Code	char	64	The reference code for the completed Post-Auth transaction.
4	Order ID	char	64	The Order ID assigned to this transaction

**Credit Card Standalone Credit**

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"NS_QUICKSALE_CCCREDIT"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
5	CCName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
6	CCNum	char	18	•	Credit card number
7	CCExpMonth	numeric	2,0	•	Credit card expiration month
8	CCExpYear	numeric	4,0	•	Credit card expiration year
9	CVV2	numeric	4,0		CVV2 code of credit card
10	SubID	char	5		Your five-character merchant account sub identifier
11	CICompanyName	char	64		Consumer's company name
12	CIBillAddress1	char	64		Consumer's billing address line 1
13	CIBillAddress2	char	4,0		Consumer's billing address line 2
14	CIBillCity	char	32		Consumer's billing city
15	CIBillState	char	32		Consumer's billing state
16	CIBillZip	char	16		Consumer's billing zip code
17	CIBillCountry	char	32		Consumer's billing country
18	CIShipAddress1	char	64		Consumer's shipping address line 1
19	CIShipAddress2	char	64		Consumer's shipping address line 2
20	CIShipCity	char	32		Consumer's shipping city
21	CIShipState	char	32		Consumer's shipping state
22	CIShipZip	char	16		Consumer's shipping zip code
23	CIShipCountry	char	32		Consumer's shipping country
24	CIPhone	char	16		Consumer's phone number
25	CIEmail	char	64		Consumer's email address
26	CIMemo	char	1024		Merchant-supplied information
27	CIDriversLicenseNo	char	32		Consumer's driver's license number
28	CISocialSecurityNo	char	32		Consumer's social security number
29	EMailTo	char	64		Email address to email receipt to (instead of consumer)
30	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
31	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")

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32	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
33	AVSOverride	boolean			0 = don't override AVS checks, 1 = override AVS checks
34	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
35	Custom1	char	32		Custom field for information to be included with the transaction
36	Custom2	char	32		Custom field for information to be included with the transaction
37	Custom3	char	32		Custom field for information to be included with the transaction
38	Custom4	char	32		Custom field for information to be included with the transaction
39	Custom5	char	32		Custom field for information to be included with the transaction
40	Custom6	char	32		Custom field for information to be included with the transaction
41	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### Credit Card Standalone Credit Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Credit Card Creditback

**Note:** Any one of the last four fields can be specified to indicate which transaction to credit.

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"NS_QUICKSALE_CCCREDITBACK"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount to credit
6	Consumer Key ID	numeric	16,0		Consumer Key ID of original transaction
7	Order Key ID	numeric	16,0		Order Key ID of original transaction
8	Recurring Key ID	numeric	16,0		Recurring Key ID of original transaction
9	History Key ID	numeric	16,0		History Key ID of original transaction
10	Custom1	char	32		Custom field for information to be included with the transaction
11	Custom2	char	32		Custom field for information to be included with the transaction
12	Custom3	char	32		Custom field for information to be included with the transaction
13	Custom4	char	32		Custom field for information to be included with the transaction
14	Custom5	char	32		Custom field for information to be included with the transaction
15	Custom6	char	32		Custom field for information to be included with the transaction
16	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**Credit Card Creditback Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Credit Card Void

**Note:** Any one of the last four fields can be specified to indicate which transaction to void.

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"NS_QUICKSALE_VOID"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of original transaction
6	Consumer Key ID	numeric	16,0		Consumer Key ID of original transaction
7	Order Key ID	numeric	16,0		Order Key ID of original transaction
8	Recurring Key ID	numeric	16,0		Recurring Key ID of original transaction
9	History Key ID	numeric	16,0		History Key ID of original transaction
10	Custom1	char	32		Custom field for information to be included with the transaction
11	Custom2	char	32		Custom field for information to be included with the transaction
12	Custom3	char	32		Custom field for information to be included with the transaction
13	Custom4	char	32		Custom field for information to be included with the transaction
14	Custom5	char	32		Custom field for information to be included with the transaction
15	Custom6	char	32		Custom field for information to be included with the transaction
16	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**Credit Card Void Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction



# Recurring Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

## Recurring Add

The Recurring Add record is identical to the Recurring Import record, except it requires that the Transaction ID field be a non-empty, unique value. Without this, you would not be able to send Recurring Update or Recurring Cancel records, all of which match records in the database against the supplied Transaction ID field.

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	Record Type	char		•	"NS_RECURRING_ADD"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	CICompanyName	char	64	•	Consumer's company name
6	CIFirstName	char	64	•	Consumer's first name
7	CILastName	char	32	•	Consumer's last name
8	CIBillAddress1	char	64	•	Consumer's address
9	CIBillCity	char	32	•	Consumer's city
10	CIBillState	char	32	•	Consumer's state
11	CIBillZip	char	16	•	Consumer's zip code
12	CIPhone	char	4,0	•	Consumer's phone number
13	CIEmail	char	64	•	Consumer's email address
14	Account Name	char	32	•	Name on account (If not supplied, "Default Name" will be used)
15	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
16	AcctType	char	2	•	"CC": credit card; or "CK": ACH (electronic check)
17	AcctData1	char	16	•	If AcctType = "CK", then ACH Routing number; If AcctType = "CC", then credit card expiration date
18	AcctData2	char	18	•	If AcctType = "CK", then account number; If AcctType = "CC", then credit card number
19	CIMemo	char	1024		Merchant-supplied information
20	CIDriversLicenseNo	char	32		Consumer's driver's license number
21	CISocialSecurityNo	char	32		Consumer's social security number
22	RecurBillingCycle	numeric	1,0	•	0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle

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					5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
23	RecurNextBillingDate	char	16	.	Next scheduled date to bill recurring consumer (MM/DD/YYYY)
24	RecurBillingMax	numeric	5,0	.	-1 = Unlimited number of times; 0 = No Recurring Billing; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
25	MemberUserName	char	64		Consumer's membership username
26	MemberPassword	char	64		Consumer's membership password
27	MemberExpirationDate	char	10		Expiration date for consumer's membership access (MM/DD/YYYY)
28	Country	char	32		Consumer's country

### Recurring Add Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	"Success" or an error description

## Recurring Update

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	Record Type	char		•	"NS_RECURRING_UPDATE"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	CICompanyName	char	64	•	Consumer's company name
6	CIFirstName	char	64	•	Consumer's first name
7	CILastName	char	32	•	Consumer's last name
8	CIBillAddress	char	64	•	Consumer's address
9	CIBillCity	char	32	•	Consumer's city
10	CIBillState	char	32	•	Consumer's state
11	CIBillZip	char	4,0	•	Consumer's zip code
12	CIPhone	char	16	•	Consumer's phone number
13	CIEmail	char	64	•	Consumer's email address
14	Account Name	char	32	•	Name on account (If not supplied, "Default Name" will be used)
15	RecurAmount	numeric	10,2	•	Amount to debit consumer in recurring cycle (format 123.45)
16	AcctType	char	2	•	"CC": credit card; or "CK": ACH (electronic check)
17	AcctData1	char	16	•	If AcctType = "CK", then ACH Routing number; If AcctType = "CC", then credit card expiration date
18	AcctData2	char	18	•	If AcctType = "CK", then account number; If AcctType = "CC", then credit card number
19	CIMemo	char	1024	•	Merchant-supplied information
20	CIDriversLicenseNo	char	32	•	Consumer's driver's license number
21	CISocialSecurityNo	char	32	•	Consumer's social security number
22	RecurBillingCycle	numeric	1,0	•	0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
23	RecurNextBillingDate	char	16	•	Next scheduled date to bill recurring consumer (MM/DD/YYYY)

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24	RecurBillingMax	numeric	5,0	.	-1 = Unlimited number of times; 0 = No Recurring Billing; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
25	MemberUserName	char	64		Consumer's membership username
26	MemberPassword	char	64		Consumer's membership password
27	MemberExpirationDate	char	10		Expiration date for consumer's membership access (MM/DD/YYYY)
28	Country	char	32		Consumer's country

### Recurring Update Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	"Success" or an error description

## Recurring Cancel

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	Record Type	char		•	"NS_RECURRING_CANCEL"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	CancelType	numeric	1,0	•	0 = Immediately, 1 = Next Billing, 2 = Cancel immediately, and add to negative database (scrub)

## Recurring Cancel Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	"Success" or an error description

# ACH Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

## ACH Sale Record

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"ns_quicksale_CHECK"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
5	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
6	CKABA	char	16	•	Checking account routing number
7	CKAccount	char	18	•	Checking account number
8	SubID	char	5		Your five-character merchant account sub identifier
9	CICompanyName	char	64		Consumer's company name
10	CIBillAddress1	char	64		Consumer's billing address line 1
11	CIBillAddress2	char	64		Consumer's billing address line 2
12	CIBillCity	char	4,0		Consumer's billing city
13	CIBillState	char	32		Consumer's billing state
14	CIBillZip	char	16		Consumer's billing zip code
15	CIBillCountry	char	32		Consumer's billing country
16	CIShipAddress1	char	64		Consumer's shipping address line 1
17	CIShipAddress2	char	64		Consumer's shipping address line 2
18	CIShipCity	char	32		Consumer's shipping city
19	CIShipState	char	32		Consumer's shipping state
20	CIShipZip	char	16		Consumer's shipping zip code
21	CIShipCountry	char	32		Consumer's shipping country
22	CIPhone	char	16		Consumer's phone number
23	CIEmail	char	64		Consumer's email address
24	CIMemo	char	1024		Merchant-supplied information
25	CIDriversLicenseNo	char	32		Consumer's driver's license number
26	CISocialSecurityNo	char	32		Consumer's social security number
27	EMailTo	char	64		Email address to email receipt to (instead of consumer)
28	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)

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29	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")
30	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
31	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
32	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing ; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
33	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
34	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
35	AVSOverride	boolean			0 = don't override AVS checks, 1 = override AVS checks
36	AccountType	numeric	1,0		Blank or 1 = Checking; 2 = Savings
37	CIBillAddress3	char	384		Consumer's billing address line 3
38	CIShipAddress3	char	384		Consumer's shipping address line 3
39	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
40	Custom1	char	32		Custom field for information to be included with the transaction
41	Custom2	char	32		Custom field for information to be included with the transaction
42	Custom3	char	32		Custom field for information to be included with the transaction
43	Custom4	char	32		Custom field for information to be included with the transaction
44	Custom5	char	32		Custom field for information to be included with the transaction
45	Custom6	char	32		Custom field for information to be included with the transaction
46	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online

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				Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.
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### ACH Sale Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction



## ACH Consumer Disbursements

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"NS_CONSUMER_DISBURSEMENT"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
6	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
7	CKABA	char	16	•	Checking account routing number
8	CKAccount	char	18	•	Checking account number
9	AccountType	numeric	1,0	•	Blank or 1 = Checking; 2 = Savings
10	CIBillAddress1	char	64	•	Consumer's billing address line 1
11	CIBillAddress2	char	64		Consumer's billing address line 2
12	CIBillCity	char	4,0	•	Consumer's billing city
13	CIBillState	char	32	•	Consumer's billing state
14	CIBillZip	char	16	•	Consumer's billing zip code
15	CIBillCountry	char	32	•	Consumer's billing country
16	CIPhone	char	16		Consumer's phone number
17	CIEmail	char	64		Consumer's email address
18	CIMemo	char	1024		Merchant-supplied information
19	CIDriversLicenseNo	char	32		Consumer's driver's license number
20	CISocialSecurityNo	char	32		Consumer's social security number
21	EMailTo	char	64		Email address to email receipt to (instead of consumer)
22	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
23	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Credit/Refund Receipt # <OrderNbr>")
24	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
25	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
26	Custom1	char	32		Custom field for information to be included with the transaction
27	Custom2	char	32		Custom field for information to be included with the transaction
28	Custom3	char	32		Custom field for information to be included with the transaction

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29	Custom4	char	32		Custom field for information to be included with the transaction
30	Custom5	char	32		Custom field for information to be included with the transaction
31	Custom6	char	32		Custom field for information to be included with the transaction
32	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### ACH Consumer Disbursements Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## ACH Refund

**Note:** Any one of the last four fields can be specified to indicate which transaction to refund.

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"NS_QUICKSALE_CHECKREFUND"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount to refund
6	Consumer Key ID	numeric	16,0		Consumer Key ID of original transaction
7	Order Key ID	numeric	16,0		Order Key ID of original transaction
8	Recurring Key ID	numeric	16,0		Recurring Key ID of original transaction
9	History Key ID	numeric	16,0		History Key ID of original transaction
10	Custom1	char	32		Custom field for information to be included with the transaction
11	Custom2	char	32		Custom field for information to be included with the transaction
12	Custom3	char	32		Custom field for information to be included with the transaction
13	Custom4	char	32		Custom field for information to be included with the transaction
14	Custom5	char	32		Custom field for information to be included with the transaction
15	Custom6	char	32		Custom field for information to be included with the transaction
16	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**ACH Refund Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## ACH Verification

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"ACH_VERIFICATION"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
6	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
7	CKABA	char	16	•	Checking account routing number
8	CKAccount	char	18	•	Checking account number
9	CIPhone	char	16		Consumer's phone number
10	CIDriversLicenseNo	char	32		Consumer's driver's license number
11	CISocialSecurityNo	char	32		Consumer's social security number
12	CKNumber	numeric			Check Number
13	CKAcctType	char	1	•	ACH account type specification. 1 = Checking (default if not provided) 2 = Savings
14	CICompanyName	char	64		Name of company
15	CIBillAddress1	char	64		Consumer's billing address
16	CIBillAddress2	char	64		Second line of consumer's billing address
17	CIBillCity	char	32		Consumer's billing city
18	CIBillState	char	32		Consumer's billing state
19	CIBillZip	char	16		Consumer's billing zip code
20	CIBillCountry	char	32		Consumer's billing country
21	CIShipAddress1	char	64		Consumer's shipping address line 1
22	CIShipAddress2	char	64		Consumer's shipping address line 2
23	CIShipCity	char	32		Consumer's shipping city
24	CIShipState	char	32		Consumer's shipping state
25	CIShipZip	char	16		Consumer's shipping zip code
26	CIShipCountry	char	32		Consumer's shipping country
27	CIEmail	char	64		Consumer's email address
28	CIMemo	char	1024		Merchant-supplied information
29	Custom1	char	32		Custom field for information to be included with the transaction
30	Custom2	char	32		Custom field for information to be included with the transaction

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31	Custom3	char	32		Custom field for information to be included with the transaction
32	Custom4	char	32		Custom field for information to be included with the transaction
33	Custom5	char	32		Custom field for information to be included with the transaction
34	Custom6	char	32		Custom field for information to be included with the transaction
35	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### ACH Verification Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Check 21 Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

### Check 21 Sale Record

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_CK21SALE"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
6	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
7	CKABA	char	16	•	Checking account routing number
8	CKAccount	char	18	•	Checking account number
9	CKAcctType	char	1	•	"P" - Personal or "B" - Business
10	CICompanyName	char	64		Name of company if CKAccount is "B"
11	CIFirstName	char	32	•	First name on the account
12	CILastName	char	32	•	Last name on the account
13	CIBillStreet	char	64		Consumer's billing street name
14	CIBillHouseNumber	char	64		Consumer's billing house number
15	CIBillCity	char	4,0		Consumer's billing city
16	CIBillState	char	32		Consumer's billing state
17	CIBillZip	char	16		Consumer's billing zip code
18	CIBillZip4	char	4		Consumer's extended billing zip code
19	CIBillCountry	char	32		Consumer's billing country
20	CIShipAddress1	char	64		Consumer's shipping address line 1
21	CIShipAddress2	char	64		Consumer's shipping address line 2
22	CIShipCity	char	32		Consumer's shipping city
23	CIShipState	char	32		Consumer's shipping state
24	CIShipZip	char	16		Consumer's shipping zip code
25	CIShipCountry	char	32		Consumer's shipping country
26	CIPhone	char	16		Consumer's phone number
27	CIEmail	char	64		Consumer's email address
28	CIMemo	char	1024		Merchant-supplied information
29	CIDriversLicenseNo	char	32		Consumer's driver's license number

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30	CISocialSecurityNo	char	32		Consumer's social security number
31	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
32	CurrencyExponent	numeric			Number of decimal places for the currency code
33	MemoLine1	char	50		Memo line for Check Savers
34	MemoLine2	char	50		Memo line for Check Savers
35	MemoLine3	char	50		Memo line for Check Savers
36	RiskModifier	numeric	1		Extended risk check of the check routing number and account number can be modified by this field 0 - disables risk checks 1 - forces risk checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
37	AuthenticationModifier	numeric	1		Authentication of the payer name and address can be modified by this field 0 - disables payer authentication checks 1 - forces payer authentication checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
38	InsuranceModifier	numeric	1		Insurance that the amount will clear can be modified by this field 0 - disables insurance 1 - forces insurance. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
39	EMailTo	char	64		Email address to email receipt to (instead of consumer)
40	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
41	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")
42	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
43	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
44	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing;



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					> 0 = Maximum number of times a consumer's account is re-debited through recurring billing
45	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
46	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
47	Custom1	char	32		Custom field for information to be included with the transaction
48	Custom2	char	32		Custom field for information to be included with the transaction
49	Custom3	char	32		Custom field for information to be included with the transaction
50	Custom4	char	32		Custom field for information to be included with the transaction
51	Custom5	char	32		Custom field for information to be included with the transaction
52	Custom6	char	32		Custom field for information to be included with the transaction
53	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

### Check 21 Sale Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Check 21 Void

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_CK21VOID"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of Original Transaction
6	OrderKeyID	numeric	16,0	•	Order Key ID of original transaction
7	HistoryKeyID	numeric	16,0	•	History Key ID of original transaction
8	Custom1	char	32		Custom field for information to be included with the transaction
9	Custom2	char	32		Custom field for information to be included with the transaction
10	Custom3	char	32		Custom field for information to be included with the transaction
11	Custom4	char	32		Custom field for information to be included with the transaction
12	Custom5	char	32		Custom field for information to be included with the transaction
13	Custom6	char	32		Custom field for information to be included with the transaction
14	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## Check 21 Void Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

**Check 21 Refund**

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_CK21REFUND"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount that is be refunded. This amount cannot be greater than the original transaction amount.
6	OrderKeyID	numeric	16,0	•	Order Key ID of original transaction
7	HistoryKeyID	numeric	16,0	•	History Key ID of original transaction
8	SendDate	char	10	•	The time at which the refund check will be printed. Format: yyyy-MM-dd. This date must be the date this transaction is sent or later.
9	Custom1	char	32		Custom field for information to be included with the transaction
10	Custom2	char	32		Custom field for information to be included with the transaction
11	Custom3	char	32		Custom field for information to be included with the transaction
12	Custom4	char	32		Custom field for information to be included with the transaction
13	Custom5	char	32		Custom field for information to be included with the transaction
14	Custom6	char	32		Custom field for information to be included with the transaction
15	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## 3rd Party Check Processing Service Providers Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

### Extended ACH Sale Record

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_SALE"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
6	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
7	CKABA	char	16	•	Checking account routing number
8	CKAccount	char	18	•	Checking account number
9	AccountTypeDesc	char	17	•	ACH account type description. One of the following:  <b>Personal Checking</b> <b>Personal Saving</b> <b>Business Checking</b> <b>Business Saving</b>
10	ACHTransactionType	char	3	•	ACH Sec Code: ex (WEB = Internet transaction, TEL = Telephone order, PPD = Consumer Account, CCD = Business Account)
11	CKNo	char	15	•	Check Number (Required for ARC, BOC, POP, RCK, TEL Transaction Types)
12	CKAccountType	numeric			Type of Account  1 = Checking; 2 = Savings
13	VerificationFlag	number	1		A value of "1" is required to activate Verification as part of the transaction. Verification is an optional service that must be activated before use.
14	CICompanyName	char	64		Consumer's company name
15	CIBillAddress1	char	64		Consumer's billing address line 1
16	CIBillAddress2	char	64		Consumer's billing address line 2
17	CIBillCity	char	4,0		Consumer's billing city
18	CIBillState	char	32		Consumer's billing state
19	CIBillZip	char	16		Consumer's billing zip code
20	CIBillCountry	char	32		Consumer's billing country

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21	CIShipAddress1	char	64		Consumer's shipping address line 1
22	CIShipAddress2	char	64		Consumer's shipping address line 2
23	CIShipCity	char	32		Consumer's shipping city
24	CIShipState	char	32		Consumer's shipping state
25	CIShipZip	char	16		Consumer's shipping zip code
26	CIShipCountry	char	32		Consumer's shipping country
27	CIPhone	char	16		Consumer's phone number
28	CIEmail	char	64		Consumer's email address
29	CIMemo	char	1024		Merchant-supplied information
30	CIDriversLicenseNo	char	32		Consumer's driver's license number
31	CISocialSecurityNo	char	32		Consumer's social security number
32	EMailTo	char	64		Email address to email receipt to (instead of consumer)
33	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
34	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")
35	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
36	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
37	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
38	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
39	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
40	Custom1	char	32		Custom field for information to be included with the transaction
41	Custom2	char	32		Custom field for information to be included with the transaction
42	Custom3	char	32		Custom field for information to be included with the transaction

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43	Custom4	char	32		Custom field for information to be included with the transaction
44	Custom5	char	32		Custom field for information to be included with the transaction
45	Custom6	char	32		Custom field for information to be included with the transaction
46	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.
47	CIFirstName	char	32		Consumer's first name.
48	CIMiddleName	char	64		Consumer's middle name.
49	CILastName	char	32		Consumer's last name.
50	DateOfBirthDay	numeric	2,0		2 digit day of the consumer's date of birth.
51	DateOfBirthMonth	numeric	2,0		2 digit month of the consumer's date of birth.
52	DateOfBirthYear	numeric	4,0		4 digit year of consumer's date of birth.
53	CIIPAddress	char	15		IPAddress of the consumer.
54	LoyaltyPoints	char	15		Loyalty points for the consumer.

### Extended ACH Sale Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Extended ACH Void

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_VOID"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount to refund
6	Order Key ID	numeric	16,0	•	Order Key ID of original transaction
7	History Key ID	numeric	16,0	•	History Key ID of original transaction
8	Custom1	char	32		Custom field for information to be included with the transaction
9	Custom2	char	32		Custom field for information to be included with the transaction
10	Custom3	char	32		Custom field for information to be included with the transaction
11	Custom4	char	32		Custom field for information to be included with the transaction
12	Custom5	char	32		Custom field for information to be included with the transaction
13	Custom6	char	32		Custom field for information to be included with the transaction
14	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## Extended ACH Refund

Column	Field Name	Data Type	Size	Required	Description
1	TransactionID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_REFUND"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount to refund
6	Order Key ID	numeric	16,0	•	Order Key ID of original transaction
7	History Key ID	numeric	16,0	•	History Key ID of original transaction
8	Custom1	char	32		Custom field for information to be included with the transaction
9	Custom2	char	32		Custom field for information to be included with the transaction
10	Custom3	char	32		Custom field for information to be included with the transaction
11	Custom4	char	32		Custom field for information to be included with the transaction
12	Custom5	char	32		Custom field for information to be included with the transaction
13	Custom6	char	32		Custom field for information to be included with the transaction
14	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## Extended ACH Refund Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction



## Extended ACH Consumer Disbursements

Column	Field Name	Data Type	Size	Required	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"EXTACH_CONSUMERDISBURSEMENT"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	Amount	numeric	10,2	•	Amount of transaction (format 123.45)
6	CKName	char	64	•	Name on account (If not supplied, "Default Name" will be used)
7	CKABA	char	16	•	Checking account routing number
8	CKAccount	char	18	•	Checking account number
9	AccountTypeDesc	char	17	•	ACH account type description. One of the following:  <b>Personal Checking</b> <b>Personal Saving</b> <b>Business Checking</b> <b>Business Saving</b>
10	ACHTransactionType	char	3	•	ACH SEC Code:  <b>WEB</b> = Internet Transaction <b>TEL</b> = Telephone Initiated <b>PPD</b> = Per arranged Payment (Consumer) <b>CCD</b> = Business Account <b>ICL</b> = Image Capture Letter <b>IC2</b> = Image Capture Letter 2 <b>BOC</b> = Back Office Conversion <b>POP</b> = Point-of-Purchase <b>RCK</b> = Represented Check <b>ARC</b> = Account Receivable Conversion
11	CKNum	char	15	•	Check Number (Required for ARC, BOC, POP, RCK, TEL Transaction Types)
12	CKAccountType	numeric			Type of Account  <b>1</b> = Checking; <b>2</b> = Savings
13	CICompanyName	char	64		Consumer's company name
14	CIBillAddress1	char	64		Consumer's billing address line 1
15	CIBillAddress2	char	64		Consumer's billing address line 2
16	CIBillCity	char	4,0		Consumer's billing city
17	CIBillState	char	32		Consumer's billing state
18	CIBillZip	char	16		Consumer's billing zip code
19	CIBillCountry	char	32		Consumer's billing country

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20	CIShipAddress1	char	64		Consumer's shipping address line 1
21	CIShipAddress2	char	64		Consumer's shipping address line 2
22	CIShipCity	char	32		Consumer's shipping city
23	CIShipState	char	32		Consumer's shipping state
24	CIShipZip	char	16		Consumer's shipping zip code
25	CIShipCountry	char	32		Consumer's shipping country
26	CIPhone	char	16		Consumer's phone number
27	CIEmail	char	64		Consumer's email address
28	CIMemo	char	1024		Merchant-supplied information
29	CIDriversLicenseNo	char	32		Consumer's driver's license number
30	CISocialSecurityNo	char	32		Consumer's social security number
31	EMailTo	char	64		Email address to email receipt to (instead of consumer)
32	EMailFrom	char	64		Email address to send receipt email from (instead of merchant)
33	EMailSubject	char	64		Text to use as the subject of the receipt email (instead of "Payment Receipt # <OrderNbr>")
34	EMailText	char	1024		Text to use as the body of the receipt email (see list of variables below that can be embedded into email body)
35	RecurBillingCycle	numeric	1,0		0 = No Recurring Billing Cycle 1 = Weekly Recurring Billing Cycle 2 = Monthly Recurring Billing Cycle 3 = Quarterly Recurring Billing Cycle 4 = Semi-Annual Recurring Billing Cycle 5 = Annual Recurring Billing Cycle 6 = Bi-Weekly Recurring Billing Cycle 7 = Bi-Annual Recurring Billing Cycle 8 = Quad Weekly (28 day) Recurring Billing Cycle 9 = One Time Recurring Billing Cycle 10 = Daily Recurring Billing Cycle 11 = Bi-Monthly Recurring Billing Cycle
36	RecurBillingMax	numeric	5,0		-1 = Unlimited number of times; 0 = No Recurring Billing; > 0 = Maximum number of times a consumer's account is re-debited through recurring billing
37	RecurStart	numeric	2,0		Number of days after the initial payment to start debiting the consumer on a recurring cycle
38	RecurAmount	numeric	10,2		Amount to debit the consumer on a recurring cycle (format 123.45)
39	Custom1	char	32		Custom field for information to be included with the transaction
40	Custom2	char	32		Custom field for information to be included with the transaction
41	Custom3	char	32		Custom field for information to be included with the transaction

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42	Custom4	char	32		Custom field for information to be included with the transaction
43	Custom5	char	32		Custom field for information to be included with the transaction
44	Custom6	char	32		Custom field for information to be included with the transaction
45	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.
46	CIFirstName	char	32		Consumer's first name.
47	CIMiddleName	char	64		Consumer's middle name.
48	CILastName	char	32		Consumer's last name.
49	DateOfBirthDay	numeric	2,0		2 digit day of the consumer's date of birth.
50	DateOfBirthMonth	numeric	2,0		2 digit month of the consumer's date of birth.
51	DateOfBirthYear	numeric	4,0		4 digit year of consumer's date of birth.
52	CIIPAddress	char	15		IPAddress of the consumer.
53	LoyaltyPoints	char	15		Loyalty points for the consumer.

**Extended ACH Consumer Disbursements Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

# Stored Profile Transactions

The following tables describe required and optional data elements that can be **sent** to the Merchant Partners gateway to complete a transaction.

## Profile Add Record

### Note on Required Fields:

Fields marked with "•" are only required for **ALL** profile types.

Fields marked with "Δ" are only required for **CREDIT CARD** profiles

Fields marked with " " are only required for **ACH** profile types.

Fields marked with "◇" are only required for **EXT ACH** profile types.

Fields marked with " " are only required for **CHECK21** profile types.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"PROFILE_ADD"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	AccountType	numeric	1	•	Type of payment information that will be stored: <b>1</b> = Credit Card <b>2</b> = ACH <b>4</b> = Extended ACH or Check21
6	CCName	char	32	Δ	Name on account (If not supplied, "Default Name" will be used)
7	CCNum	char	18	Δ	Credit card number
8	CCExpMonth	numeric	2,0	Δ	Credit card expiration month
9	CCExpYear	numeric	4,0	Δ	Credit card expiration year
10	CKName	char	64	◇	Name on account (If not supplied, "Default Name" will be used)
11	CKABA	char	16	◇	Checking account routing number
12	CKAccount	char	18	◇	Checking account number
13	CKAccountType	numeric	1	◇	For ACH and EXT ACH use the following: <b>1</b> = Checking (default if not provided) <b>2</b> = Savings  For Check21 use the following: <b>P</b> = Personal (default if not provided) <b>B</b> = Business
14	CICompanyName	char	64		Consumer's company name
15	CIBillAddress1	char	64		Consumer's billing address line 1
16	CIBillAddress2	char	64		Consumer's billing address line 2
17	CIBillAddress3	char	384		Consumer's billing address line 3

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18	CIBillCity	char	32		Consumer's billing city
19	CIBillState	char	32		Consumer's billing state
20	CIBillZip	char	16		Consumer's billing zip code
21	CIBillCountry	char	32		Consumer's billing country
22	CIShipAddress1	char	64		Consumer's shipping address line 1
23	CIShipAddress2	char	64		Consumer's shipping address line 2
24	CIShipAddress3	char	384		Consumer's shipping address line 3
25	CIShipCity	char	32		Consumer's shipping city
26	CIShipState	char	32		Consumer's shipping state
27	CIShipZip	char	16		Consumer's shipping zip code
28	CIShipCountry	char	32		Consumer's shipping country
29	CIPhone	char	16		Consumer's phone number
30	CIEmail	char	64		Consumer's email address
31	CIMemo	char	1024		Merchant-supplied information
32	CISocialSecurityNo	char	32		Consumer's social security number
33	CIDriversLicenseNo	char	32		Consumer's driver's license number
34	DateOfBirth	char	64		Email address to email receipt to (instead of consumer)
35	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
36	Custom1	char	32		Custom field for information to be included with the transaction
37	Custom2	char	32		Custom field for information to be included with the transaction
38	Custom3	char	32		Custom field for information to be included with the transaction
39	Custom4	char	32		Custom field for information to be included with the transaction
40	Custom5	char	32		Custom field for information to be included with the transaction
41	Custom6	char	32		Custom field for information to be included with the transaction
42	AccountTypeDesc	char	17	◇	ACH account type description. One of the following: <b>Personal Checking</b> <b>Personal Saving</b> <b>Business Checking</b> <b>Business Saving</b>
43	ACHTransactionType	char	3	◇	ACH SEC Code: <b>WEB</b> = Internet Transaction <b>TEL</b> = Telephone Initiated

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					<b>PPD</b> = Per arranged Payment (Consumer) <b>CCD</b> = Business Account <b>ICL</b> = Image Capture Letter <b>IC2</b> = Image Capture Letter 2 <b>BOC</b> = Back Office Conversion <b>POP</b> = Point-of-Purchase <b>RCK</b> = Represented Check <b>ARC</b> = Account Receivable Conversion
44	CKNumber	char	15	◇	Check Number (Required for ARC, BOC, POP, RCK, TEL Transaction Types)
45	CIFirstName	char	32		First name on the account
46	CILastName	char	32		Last name on the account
47	CIBilStreet	char	64		Consumer's billing street name
48	CIBillHouseNumber	char	64		Consumer's billing house number
49	CurrencyExponent	numeric	1		Number of decimal places for the currency code
50	MemoLine1	char	50		Memo line for Check Savers
51	MemoLine2	char	50		Memo line for Check Savers
52	MemoLine3	char	50		Memo line for Check Savers
53	RiskModifier	numeric	1		Extended risk check of the check routing number and account number can be modified by this field 0 - disables risk checks 1 - forces risk checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
54	AuthenticationModifier	numeric	1		Authentication of the payer name and address can be modified by this field 0 - disables payer authentication checks 1 - forces payer authentication checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
55	InsuranceModifier	numeric	1		Insurance that the amount will clear can be modified by this field 0 - disables insurance 1 - forces insurance. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
56	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**Profile Add Record Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction
4	User Profile ID	char	64	The unique ID assigned to this profile

## Profile Import Record

**Note on Required Fields:**

Fields marked with "•" are only required for **ALL** profile types.

Fields marked with "Δ" are only required for **CREDIT CARD** profiles

Fields marked with " " are only required for **ACH** profile types.

Fields marked with "◇" are only required for **EXT ACH** profile types.

Fields marked with " " are only required for **CHECK21** profile types.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"PROFILE_IMPORT"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	AccountType	numeric	1	•	Type of payment information that will be stored: 1 = Credit Card 2 = ACH 4 = Extended ACH or Check21
6	CCName	char	32	Δ	Name on account (If not supplied, "Default Name" will be used)
7	CCNum	char	18	Δ	Credit card number
8	CCExpMonth	numeric	2,0	Δ	Credit card expiration month
9	CCExpYear	numeric	4,0	Δ	Credit card expiration year
10	CKName	char	64	◇	Name on account (If not supplied, "Default Name" will be used)
11	CKABA	char	16	◇	Checking account routing number
12	CKAccount	char	18	◇	Checking account number
13	CKAccountType	numeric	1	◇	For ACH and EXT ACH use the following: 1 = Checking (default if not provided) 2 = Savings  For Check21 use the following: P = Personal (default if not provided) B = Business
14	CICompanyName	char	64		Consumer's company name
15	CIBillAddress1	char	64		Consumer's billing address line 1
16	CIBillAddress2	char	64		Consumer's billing address line 2
17	CIBillAddress3	char	384		Consumer's billing address line 3
18	CIBillCity	char	32		Consumer's billing city
19	CIBillState	char	32		Consumer's billing state
20	CIBillZip	char	16		Consumer's billing zip code
21	CIBillCountry	char	32		Consumer's billing country



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22	CIShipAddress1	char	64		Consumer's shipping address line 1
23	CIShipAddress2	char	64		Consumer's shipping address line 2
24	CIShipAddress3	char	384		Consumer's shipping address line 3
25	CIShipCity	char	32		Consumer's shipping city
26	CIShipState	char	32		Consumer's shipping state
27	CIShipZip	char	16		Consumer's shipping zip code
28	CIShipCountry	char	32		Consumer's shipping country
29	CIPhone	char	16		Consumer's phone number
30	CIEmail	char	64		Consumer's email address
31	CIMemo	char	1024		Merchant-supplied information
32	CISocialSecurityNo	char	32		Consumer's social security number
33	CIDriversLicenseNo	char	32		Consumer's driver's license number
34	DateOfBirth	char	64		Email address to email receipt to (instead of consumer)
35	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
36	Custom1	char	32		Custom field for information to be included with the transaction
37	Custom2	char	32		Custom field for information to be included with the transaction
38	Custom3	char	32		Custom field for information to be included with the transaction
39	Custom4	char	32		Custom field for information to be included with the transaction
40	Custom5	char	32		Custom field for information to be included with the transaction
41	Custom6	char	32		Custom field for information to be included with the transaction
42	AccountTypeDesc	char	17	◇	ACH account type description. One of the following:  <b>Personal Checking</b> <b>Personal Saving</b> <b>Business Checking</b> <b>Business Saving</b>
43	ACHTransactionType	char	3	◇	ACH SEC Code:  <b>WEB</b> = Internet Transaction <b>TEL</b> = Telephone Initiated <b>PPD</b> = Per arranged Payment (Consumer) <b>CCD</b> = Business Account <b>ICL</b> = Image Capture Letter <b>IC2</b> = Image Capture Letter 2 <b>BOC</b> = Back Office Conversion <b>POP</b> = Point-of-Purchase

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					<b>RCK</b> = Represented Check <b>ARC</b> = Account Receivable Conversion
44	CKNumber	char	15	◇	Check Number (Required for ARC, BOC, POP, RCK, TEL Transaction Types)
45	CIFirstName	char	32		First name on the account
46	CILastName	char	32		Last name on the account
47	CIBilStreet	char	64		Consumer's billing street name
48	CIBillHouseNumber	char	64		Consumer's billing house number
49	CurrencyExponent	numeric	1		Number of decimal places for the currency code
50	MemoLine1	char	50		Memo line for Check Savers
51	MemoLine2	char	50		Memo line for Check Savers
52	MemoLine3	char	50		Memo line for Check Savers
53	RiskModifier	numeric	1		Extended risk check of the check routing number and account number can be modified by this field 0 - disables risk checks 1 - forces risk checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
54	AuthenticationModifier	numeric	1		Authentication of the payer name and address can be modified by this field 0 - disables payer authentication checks 1 - forces payer authentication checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
55	InsuranceModifier	numeric	1		Insurance that the amount will clear can be modified by this field 0 - disables insurance 1 - forces insurance. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
56	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**Profile Import Record Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction

## Profile Sale Record

**Note on Required Fields:** Fields marked with "\*" are only required for **ALL** profile types.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	*	Merchant-supplied ID for this transaction
2	RecordType	char		*	"PROFILE_SALE"
3	ACCTID	char	5	*	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	UserProfileID	number		*	Profile ID returned in the profile add or import
6	Last4Digits	char	4	*	Last four digits of the account number stored in the profile
7	Amount	numeric	10,2	*	Amount that is be refunded. This amount cannot be greater than the original transaction amount.
8	AuthOnly	numeric	1		Set this flag to "1" to run as an Authorization Only and the funds will be captured later. <b><i>This only applies to Credit Card profiles.</i></b>
9	VerificationFlag	numeric	1		Set this flag to "1" to run as Verification on the Extended ACH profile before the sale. If the Verification fails then the Sale will not be processed. <b><i>This only applies to Extended ACH profiles.</i></b>
10	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
11	Custom1	char	32		Custom field for information to be included with the transaction
12	Custom2	char	32		Custom field for information to be included with the transaction
13	Custom3	char	32		Custom field for information to be included with the transaction
14	Custom4	char	32		Custom field for information to be included with the transaction
15	Custom5	char	32		Custom field for information to be included with the transaction
16	Custom6	char	32		Custom field for information to be included with the transaction
17	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## Profile Sale Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason

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3	Order ID	char	64	The Order ID assigned to this transaction
3	User Profile ID	char	64	The unique ID assigned to this profile

## Profile Update Record

**Note on Required Fields:** Fields marked with "\*" are only required for **ALL** profile types. Only fields that contain values will be updated.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	*	Merchant-supplied ID for this transaction
2	RecordType	char		*	"PROFILE_UPDATE"
3	ACCTID	char	5	*	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	UserProfileID	number		*	Profile ID returned in the profile add or import
6	Last4Digits	char	4	*	Last four digits of the account number stored in the profile
7	NoBill	number			Flag to allow the profile to be updated without Authorizing the credit Card. <b><i>This flag applies to Credit Cards Only</i></b>  1 = Do Not Authorize the Credit Card for \$1.00 0 = Authorize the Credit Card for \$1.00 ( <b>DEFAULT</b> )
8	AccountType	numeric	1	*	Type of payment information that will be stored: 1 = Credit Card 2 = ACH 4 = Extended ACH or Check21
9	CCName	char	32		Name on account (If not supplied, "Default Name" will be used)
10	CCNum	char	18		Credit card number
11	CCExpMonth	numeric	2,0		Credit card expiration month
12	CCExpYear	numeric	4,0		Credit card expiration year
13	CKName	char	64		Name on account (If not supplied, "Default Name" will be used)
14	CKABA	char	16		Checking account routing number
15	CKAccount	char	18		Checking account number
16	CKAccountType	numeric	1		For ACH and EXT ACH use the following: 1 = Checking (default if not provided) 2 = Savings  For Check21 use the following: P = Personal (default if not provided) B = Business
17	CICompanyName	char	64		Consumer's company name
18	CIBillAddress1	char	64		Consumer's billing address line 1
19	CIBillAddress2	char	64		Consumer's billing address line 2

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20	CIBillAddress3	char	384		Consumer's billing address line 3
21	CIBillCity	char	32		Consumer's billing city
22	CIBillState	char	32		Consumer's billing state
23	CIBillZip	char	16		Consumer's billing zip code
24	CIBillCountry	char	32		Consumer's billing country
25	CIShipAddress1	char	64		Consumer's shipping address line 1
26	CIShipAddress2	char	64		Consumer's shipping address line 2
27	CIShipAddress3	char	384		Consumer's shipping address line 3
28	CIShipCity	char	32		Consumer's shipping city
29	CIShipState	char	32		Consumer's shipping state
30	CIShipZip	char	16		Consumer's shipping zip code
31	CIShipCountry	char	32		Consumer's shipping country
32	CIPhone	char	16		Consumer's phone number
33	CIEmail	char	64		Consumer's email address
34	CIMemo	char	1024		Merchant-supplied information
35	CISocialSecurityNo	char	32		Consumer's social security number
36	CIDriversLicenseNo	char	32		Consumer's driver's license number
37	DateOfBirth	char	64		Email address to email receipt to (instead of consumer)
38	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
39	Custom1	char	32		Custom field for information to be included with the transaction
40	Custom2	char	32		Custom field for information to be included with the transaction
41	Custom3	char	32		Custom field for information to be included with the transaction
42	Custom4	char	32		Custom field for information to be included with the transaction
43	Custom5	char	32		Custom field for information to be included with the transaction
44	Custom6	char	32		Custom field for information to be included with the transaction
45	AccountTypeDesc	char	17		ACH account type description. One of the following:  <b>Personal Checking</b> <b>Personal Saving</b> <b>Business Checking</b> <b>Business Saving</b>
46	ACHTransactionType	char	3		ACH SEC Code:  <b>WEB</b> = Internet Transaction

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					<b>TEL</b> = Telephone Initiated <b>PPD</b> = Per arranged Payment (Consumer) <b>CCD</b> = Business Account <b>ICL</b> = Image Capture Letter <b>IC2</b> = Image Capture Letter 2 <b>BOC</b> = Back Office Conversion <b>POP</b> = Point-of-Purchase <b>RCK</b> = Represented Check <b>ARC</b> = Account Receivable Conversion
47	CKNumber	char	15		Check Number (Required for ARC, BOC, POP, RCK, TEL Transaction Types)
48	CIFirstName	char	32		First name on the account
49	CILastName	char	32		Last name on the account
50	CIBilStreet	char	64		Consumer's billing street name
51	CIBillHouseNumber	char	64		Consumer's billing house number
52	CurrencyExponent	numeric	1		Number of decimal places for the currency code
53	MemoLine1	char	50		Memo line for Check Savers
54	MemoLine2	char	50		Memo line for Check Savers
55	MemoLine3	char	50		Memo line for Check Savers
56	RiskModifier	numeric	1		Extended risk check of the check routing number and account number can be modified by this field 0 - disables risk checks 1 - forces risk checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
57	AuthenticationModifier	numeric	1		Authentication of the payer name and address can be modified by this field 0 - disables payer authentication checks 1 - forces payer authentication checks. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
58	InsuranceModifier	numeric	1		Insurance that the amount will clear can be modified by this field 0 - disables insurance 1 - forces insurance. If not specified, the contract default will be used, according to a threshold. *This feature might not be available.
59	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.



**Profile Update Record Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction
3	User Profile ID	char	64	The unique ID assigned to this profile

## Profile Credit Record

**Note on Required Fields:** Fields marked with "\*" are only required for **ALL** profile types.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	*	Merchant-supplied ID for this transaction
2	RecordType	char		*	"PROFILE_CREDIT"
3	ACCTID	char	5	*	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	UserProfileID	number		*	Profile ID returned in the profile add or import
6	Last4Digits	char	4	*	Last four digits of the account number stored in the profile
7	Amount	numeric	10,2	*	Amount that is be refunded. This amount cannot be greater than the original transaction amount.
8	AccountType	numeric	1	*	Type of payment information that will be stored: 1 = Credit Card 2 = ACH 4 = Extended ACH or Check21
9	CIMemo	char	1024		Merchant-supplied information
10	CurrencyCode	char	3		Three character currency code. i.e. 'USD' for US\$
11	Custom1	char	32		Custom field for information to be included with the transaction
12	Custom2	char	32		Custom field for information to be included with the transaction
13	Custom3	char	32		Custom field for information to be included with the transaction
14	Custom4	char	32		Custom field for information to be included with the transaction
15	Custom5	char	32		Custom field for information to be included with the transaction
16	Custom6	char	32		Custom field for information to be included with the transaction
17	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

**Profile Credit Record Receipt Format**

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction
3	User Profile ID	char	64	The unique ID assigned to this profile

## Profile Delete Record

**Note on Required Fields:** Fields marked with "\*" are only required for **ALL** profile types.

Column	Field Name	Data Type	Size	Required (See Notes Below)	Description
1	Transaction ID	char	32	•	Merchant-supplied ID for this transaction
2	RecordType	char		•	"PROFILE_DELETE"
3	ACCTID	char	5	•	Your five-character merchant account identifier
4	SubID	char	5		Your five-character merchant account sub identifier
5	UserProfileID	number		•	Profile ID returned in the profile add or import
6	Last4Digits	char	4	•	Last four digits of the account number stored in the profile
7	AccountType	numeric	1	•	Type of payment information that will be stored: 1 = Credit Card 2 = ACH 4 = Extended ACH or Check21
8	CIMemo	char	1024		Merchant-supplied information
9	MerchantPin	char	32		The 32 character Merchant PIN code generated from the Online Merchant Center. When the merchantpin option has been enabled in the Online Merchant Center, transactions without a valid merchantpin will be declined with a decline response of DECLINED:1101150001:DECLINED.

## Profile Delete Record Receipt Format

Column	Field Name	Data Type	Size	Description
1	Transaction ID	char	32	Transaction ID supplied with input record
2	Result	char	64	ACCEPTED:authcode or DECLINED:reason
3	Order ID	char	64	The Order ID assigned to this transaction
3	User Profile ID	char	64	The unique ID assigned to this profile

# Consumer Receipts

For batch transactions that result in a charge or credit to a consumer, the Online Commerce Suite automatically sends an e-mail receipt to the consumer if an e-mail address is available. Receipts are only generated for successful transactions, not for declined ones.

The consumer e-mail receipts use a standard template, but you can customize the receipt using the EMailText column of the record format and one of the following variables:

Variable	Description
@CI_NAME@	The name of the consumer
@CI_EMAIL@	The E-Mail address of the consumer
@CI_PHONE@	The phone number of the consumer
@MEMO@	The memo field passed with the transaction
@CI_BILLADDR1@	The first line of the billing address of the consumer
@CI_BILLADDR2@	The second line of the billing address of the consumer
@CI_BILLCITY@	The billing city of the consumer
@CI_BILLSTATE@	The billing state of the consumer
@CI_BILLZIP@	The billing ZIP or postal code of the consumer
@CI_BILLCOUNTRY@	The billing country of the consumer
@CI_SHIPADDR1@	The first line of the shipping address of the consumer
@CI_SHIPADDR2@	The second line of the shipping address of the consumer
@CI_SHIPCITY@	The shipping city of the consumer
@CI_SHIPSTATE@	The shipping state of the consumer
@CI_SHIPZIP@	The shipping ZIP or postal code of the consumer
@CI_SHIPCOUNTRY@	The shipping country of the consumer
@CI_IPADDR@	The IP address of the consumer
@CI_IPCOUNTRY@	The country that the consumer IP address is allocated to
@ACCTID@	Your five-character merchant account identifier
@MERCHANTNAME@	Your merchant name as it appears in the Online Merchant Center
@TIME@	The date and time when the transaction was processed
@PAYTYPE@	The payment type (Visa / MasterCard / AMEX / Electronic Check)
@ACCTNUM@	A partially obscured account number showing only the last four digits
@AUTHNO@	The authorization code for the transaction
@ORDERID@	The order number that was generated for the transaction
@AMOUNT@	The transaction amount

To indicate a line break within the EMailText field, use a vertical bar (") or ANSI 124). For example, the following, when placed on a single line in the EMailText field:

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From: @MERCHANTNAME@|To: @CI\_NAME@|E-Mail: @CI\_EMAIL@|Charged To: @PAYTYPE@  
@ACCTNUM@|Amount Charged: @AMOUNT@|Authorization Code: @AUTHNO@

might generate a receipt that looks like this:

From: Acme Cyber Store  
To: John Doe  
E-Mail: johndoe@email.com  
Charged To: Visa \*\*\*\*\*6309  
Amount Charged: \$172.67  
Authorization Code: AVSSALE:T34136:MCSW19NIK0718:5056:47916199:Y::M

## Batch Processing Receipts

To control the delivery of a receipt with the results of the batch processing, use the commands presented in this section. These receipts are sent to the merchant, not the consumer.

Each command must appear on a separate line, followed by a TAB character (ANSI 9), and the parameter(s) required by the command. Separate each parameter from the next with a TAB character. Command names are not case sensitive and they may appear at the top of the file, at the bottom, or anywhere in between. If a command appears more than once in the same file, the last instance of the command is used. All commands used to control receipts can appear in the same file, so you can receive both e-mail and FTP receipts for the same batch file.

**Note:** If a batch does not contain any valid records (see "Supported Record Types"), no receipt is generated.

### Receipts via E-Mail

Column	Field Name	Data Type	Required	Description
1	Record Type	char	•	"emailreceiptto"
2	E-Mail Addresses	char	•	The receipt recipient(s), separated by commas, semi-colons, tabs, or spaces

To receive a receipt via e-mail, use the command `EmailReceiptTo` followed by one or more tab-separated E-Mail addresses. If you want to send a receipt to both John Doe and Mary Smith at MyCompany, you would use the following command:

```
EmailReceiptTo [TAB] jdoe@mycompany.com [TAB] smith@mycompany.com
```

**Note:** The [TAB] shown above is a single character (ANSI 9).

### Receipts via FTP

Column	Field Name	Data Type	Required	Description
1	Record Type	char	•	"ftpreceiptto"
2	Host Name	char	•	FTP host name or IP address
3	Login	char		Login Name; leave blank for anonymous FTP
4	Password	char		Password; leave blank for anonymous FTP

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5	Directory	char		Directory to place receipt into; leave blank for default assigned by your FTP server
6	Filename	char		Filename under which to store the receipt; leave blank to use the base name of the submitted batch file with a .RCP extension
7	Passive FTP	boolean		0 = Don't use passive transfers, 1 = Use passive transfers

To receive a receipt via FTP, use the `FTPReceiptTo` command followed by the TAB-separated FTP host name or IP address, FTP login, and FTP password. You may also specify a directory name and a file name under which to upload the receipt. Without a directory name, the default directory for the FTP login assigned by your FTP server is used. If you do not specify a file name, the name of the batch file that was processed, but with a .RCP extension, is used.

To upload a receipt file to the FTP server `FTP.MYCOMPANY.COM` using the login `REPORTS` and password `SECRET`, use the following command:

```
FTPReceiptTo [TAB]FTP.MYCOMPANY.COM [TAB]REPORTS [TAB]SECRET
```

To upload the receipt file as `CREDITCARDS.TXT` into the `/RECEIPTS` directory, append the following to the command above:

```
[TAB]/RECEIPTS [TAB]CREDITCARDS.TXT
```

**Note:** The `[TAB]` shown above is a single character (ANSI 9).

### Receipt Encryption

Column	Field Name	Data Type	Required	Description
1	Record Type	char	•	"PGPKey"
2	PGP Key Name	char	•	The Key Name or Key ID of the PGP key to be used to encrypt the receipt file.

To ensure the receipts cannot be read by anyone who might intercept the data transmission, you can request that the receipt be encrypted using the public half of a PGP key pair (i.e. the portion you give to someone who will be sending you data, which you can then decrypt using the private half of the PGP key you keep to yourself).

If you have the private half of a PGP key and the associated pass phrase, and you have provided us with the public half of that key pair, you can encrypt the receipt using the `PGPKey` command. To encrypt the receipt using the key `Receipts` `<receipts@mycompany.com>`, use the following command:

```
PGPKey [TAB]Receipts <receipts@mycompany.com>
```

**Note:** You must provide us with the public half of your PGP key pair prior to attempting to use the key for encryption so we can add the key to our PGP key ring. Failure to do so will result in an encryption failure. Please contact Customer Service if you have a PGP key you wish to have added.

# Security

The ftp.atsbank.com site employs the SSH File Transfer Protocol (SFTP) protocol. This protocol is much more secure than standard FTP, because all transmissions to and from the server are encrypted.

Email transmissions are inherently not secure, so you must assume that customer data transmitted from your server to the Online Commerce Suite server could be subject to interception and inspection by third parties. See "Secure Batch Processing Using PGP" below for information about using PGP data encryption to protect the contents of your batch files.

## Secure Batch Processing Using PGP

To ensure that customer data is protected in the event that a file is intercepted during the data transfer, submit files that have been encrypted using PGP (Pretty Good Privacy), a registered trademark of Network Associates, Inc. PGP is a widely accepted and trusted method of data encryption that utilizes public key encryption technology.

Public key encryption uses two complimentary keys, one public and one private, to implement secure communications. The public key can be distributed freely to other users for encrypting files and cannot be used for decryption. The private key is kept by the user who is to receive the files, and must be used in conjunction with a pass phrase to decrypt all files that have been secured with the public key.

In order to encrypt a file prior to transferring it, you must first install PGP on your computer, and add the public half of the MerchantPartners.com key to your key ring.

To add this key, paste the following block of text into Notepad or another program capable of saving an unformatted text file:

```
-----BEGIN PGP PUBLIC KEY BLOCK-----  
Version: PGP 6.5.2
```

```
mQGibDh8xL4RBADC04qVViKF5LP6O8uNT0PqEPnArD7DxoyMfRGGuAqbJPSJiDrG  
8RPv0mvuWyXGerx3B3Sd/ghl3u3tgS8EpiskTr4gn9IriLslBVq2PyMWIOAIxaFk  
HDjqwznhzS9m6nhtnaqtjsr1f7R0wh2p+0DAELH6vSnVqaLW1A4hNTRi6QCg/xIE  
mUfAPKMi+SgGqsZ8dlrf+CUD/OuwkhClnSbo6nt+hL/kkPoIEL200JCChBZKnK02  
KYiL59eK37Q26WmwiY200xP54ppVETyQqENjb+jPPvUf5Ja7ieEbMx9DRTXPEjq6  
FerOIVmcBpkL3bneUUDO3y/jmiiiQJqziVTw4xOdV8ku09m1YTjj/GhQ1RsTGAL  
pB5RA/9s/g36HA1B+UUXFoNsk2vvnwLwWBmpSurdoOsamgWQW7FiJ1N+LuTfzaQ/E  
QKC54TuhAS9NWogxrZ3Br9r4149OTfh7hEzqgkEykIYs+MporNQKP0g3zLz67GIO  
P/1NOBVJFt12rS0bQ+9PjPJK3ATVgPBxfm28PEI/OSQxyfQ3SLQzUEdQIFRyYW5z  
YWN0aW9ucyA8cGdwDhJhbnNhY3Rpb25zQG1lcmNoYW50cnVzdC5jb20+iQBOBBAR  
AgAQBQI4FMS+BAsDAGECGQEACgkQ0pVTJ6FPbkGxTQCgr/nDohTxX6rLtD0vgRFh  
DemuCbYAn3Q0LoiXF7ZP4Leogz0vts+yaEm0uQINBDh8xL8QCAD2Q1e3CH8IF3Ki  
utapQvMF6P1TET1PtVfuuUs4INoBp1ajF0mPQFXz0AfGy00plK33TGSgSfgMg711  
6RfUodNQ+PVZX9x2Uk89PY3bzpnhV5JZzf24rnRPxfx2vIPFRzBhznzJZv8V+bv9  
kV7HAarTW56NoKVyOtQa8L9GAFgr5fSI/VhOSdvNILSd5JEHNmszbDgNRR0Pfiiz  
HHxbLY7288kjwEPwVsYjY67VYy4XTjTNP18F1dDox0YbN4zISy1Kv884bEpQBGR  
jXyEpwpy1obEAxnIByl6ypUM2Zafq9AKUJscRtMIPWakXUGfnHy9iUsiGSA6q6Je  
w1XpMgs7AAICB/43Q8Hi+QO5uDgdcutYJyQKCrQHK8v0MiwE9JdtFLp42sakAWoW  
79c4r6t9OrdTnx/X80keaqqcY6FDRfh2sQ4qiCstSV1ZFFYwRQy5RGiwVuUA5cP  
eM41x0UCF0RnrgKW22Q6w04EuOpziP29XppRJZKEyb4A5dJFSn3EPDKiks81tJOW  
E4bLIowV60SnjL1SBmbNWQpLa7Unx5GsH4coimdy5Q/wGKRg74tVSRrR9PTaiqe4  
WwbLvXvid1shYeMjJYYQvrJajDcNDpHSuZ0wzhKcN0PzJTHuT2Ug+i2Da9Av6Y/y  
92JSlSn61Ph5VjhIS3AVAvOvEbrjzmNT286FiQBGBBgRAgAGBQI4fMS/AAoJENKV  
UyehT25BjnwAn3+10x8hdeCwLD86uU+wHtJERWuIAJ9Kt1d09hHbMY19KAQtP76Z  
hMKHsA==  
=UNuR  
-----END PGP PUBLIC KEY BLOCK-----
```

**Note:** Do not alter or format the text above in any way, and be sure to include the top and bottom lines starting with hyphens in the file.



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Save the file to disk using a .ASC file extension, and then use the **Import** item on the **Keys** menu of the PGPKeys application to load the file you just saved. This adds the key to your key ring. After the key has been added successfully, you can use it to encrypt files prior to uploading it to the SFTP server. Use the PGP command-line utility in DOS, Windows, or UNIX, or the PGPTools program in Windows or on the Macintosh. To encrypt a file named `transactions.txt` using the PGP command-line utility, issue the command:

```
PGP -e transactions.txt "PGP Transactions <pgptransactions@merchantrust.com>"
```

This will use the public half of the key to produce a file named `transactions.txt.pgp`, which cannot be decrypted without possessing both the private portion of the key and the pass phrase associated with that key.

To encrypt a file using the PGPTools program, click **Encrypt** and select the file to be encrypted. After selecting the file, drag the item "PGP Transactions <pgptransactions@merchantrust.com>" to the Recipients window and click the OK button.

You are now prompted for an output file name; make sure that the output file name extension ends in .PGP or the Batch Processor will not recognize the file as being PGP-encrypted. After the encrypted file is produced, you can submit it like any other batch file, but you can be assured that if intercepted, the contents cannot be read.

### OpenSource version of PGP encryption Utility:

Download from: [www.gnupg.org](http://www.gnupg.org)

Once installed, you'll need to import the public key (asc file above). You only need to do this step once.

Open the Windows Command Prompt and go into the `gpg.exe` installation directory. (ie, `C:\Program Files\GNU\GnuPG`).

```
gpg.exe --import merchantrust.asc
```

If the import is successful, it will display something like:

```
gpg: key A14F6E41: public key "PGP Transactions pgptransactions@merchantrust.com"&#34;
imported
```

```
gpg: Total number processed: 1
```

```
gpg: imported: 1
```

### You can use the following command to Encrypt the file:

```
gpg.exe -e -r "PGP Transactions pgptransactions@merchantrust.com"&#34;
batchfile_to_encrypt.txt
```

# Appendix A: Transaction Response Specification

## Credit Card Approval Response Format

The transaction approval authorization response message consists of a string of eight fields delimited by the colon (":") character. Here is an example of the format of the complete approval message:

AVSSALE:123456:1234567890123:9:12345678:Y:AUTHNETSPECIFIC:M

The following table describes each of the fields returned in the approval response message.

### Transaction Approval Authorization Response Format

Field	Description	Value
Transaction Type	Type of transaction submitted	SALE AVSSALE AUTH AVSAUTH POST AVSPOST VOICEPOST VOID CREDIT QUASICASH
Authorization Code	The six digit authorization or approval code provided by the authorizing network	Varies
Reference Number	Additional reference information provided by the authorizing network	Varies
Batch Number	Batch settlement number in which this transaction is included	Number
Transaction ID	Unique number assigned by the Online Commerce Suite to this transaction.	Number
AVS Result Code	Result code generated by the Address Verification System.	See Appendix B: AVS response codes
Auth Net Specific	Miscellaneous auth net message	
CVV2/CVC2 Result Code	One character result code generated by the CVV2/CVC2 system	See Appendix C: CVV2/CVC2 Response Codes

## Credit Card Decline Response Format

The transaction decline authorization response message consists of the string "DECLINED" followed by two fields delimited by the colon (":") character. Here is an example of the format of the complete approval message:

DECLINED:1234567890:TEXT RESPONSE

The following table describes each of the fields returned in the approval response message.

### Transaction Decline Authorization Response Format

Field	Description	Value
Transaction Result	Result of the transaction	DECLINED
Decline Code	10 digit decline code.	<p><i>First Digit:</i></p> <ul style="list-style-type: none"> <li>0 Authorizing network declined the transaction.</li> <li>1 Gateway declined the transaction.</li> <li>2 Authorizing network returned an error, forcing a decline.</li> <li>3 Gateway returned an error, forcing a decline.</li> </ul> <p><i>Digits 2-10:</i> Internal decline number.</p>
Text Response	Text message indicating the reason for the decline.	Varies

## Appendix B: AVS Response Codes

The following table defines AVS response codes returned from the Address Verification System.

Response Code	Definition
A	Street addresses matches, but the ZIP code does not. The first five numerical characters contained in the address match. However, the ZIP code does not match.
E	Ineligible transaction. The card issuing institution is not supporting AVS on the card in question.
N	Neither address nor ZIP matches. The first five numerical characters contained in the address do not match, and the ZIP code does not match.
R	Retry (system unavailable or timed out).
S	Card type not supported. The card type for this transaction is not supported by AVS. AVS can verify addresses for Visa cards, MasterCard, proprietary cards, and private label transactions.
U	Address information unavailable. The address information was not available at the issuer.
W	9 digit ZIP code match, address does not. The nine digit ZIP code matches that stored at the issuer. However, the first five numerical characters contained in the address do not match.
X	Exact match (9 digit zip and address) Both the nine digit postal ZIP code as well as the first five numerical characters contained in the address match.
Y	Address and 5 digit zip match. Both the five digit postal ZIP code as well as the first five numerical characters contained in the address match.
Z	5 digit ZIP matches, but the address does not. The five digit postal ZIP code matches that stored at the VIC or card issuer's center. However, the first five numerical characters contained in the address do not match.
<b>FOREIGN CODES</b>	
B	Street address matches for international transaction. Postal Code not verified due to incompatible formats.
C	Street address and Postal Code not verified for international transaction due to incompatible format.
D	Street address and Postal Code match for international transaction.
P	Postal Code match for international transaction. Street address not verified due to incompatible formats.

## Appendix C: CVV2/CVC2 Response Codes

The following table defines CVV2/CVC2 response codes returned from the credit card authorizing network.

Response Code	Definition
Space	CVV2 processing not requested
M	CVV2/CVC2 Match
N	CVV2/CVC2 not matched
P	Not processed
S	CVV2 should be printed on the card, but it was indicated that the value was not present
U	Issuer does not support CVV2
X	Service provider did not respond

## Appendix D: Country and Currency Code

You must first verify that your credit card merchant account processor and the gateway support the currency code submitted prior to attempting any transactions other than those in "U.S." dollars.

The following table defines the country, currency code, and the requirement of decimals in amount fields. "NONE" indicates that the decimal is not required when setting the amount.

Country	Currency Code	Decimal
Argentina	ARS	
Australia	AUD	
Christmas Island	AUD	
Cocos (Keeling) Islands	AUD	
Heard and McDonald Islands	AUD	
Kiribati	AUD	
Nauru	AUD	
Norfolk Island	AUD	
Tuvalu	AUD	
Aruba	AWG	
Azerbaijan	AZN	
Bulgaria	BGN	
Bermuda	BMD	
Singapore	BND	
Bolivia	BOB	
Bolivia	BOV	
Brazil	BRL	
Bahamas	BSD	
Bhutan	BTN	
Botswana	BWP	
Belarus	BYR	NONE
Democratic Republic of Congo	CDF	
Switzerland	CHF	
Liechtenstein	CHF	
Chile	CLP	NONE
China	CNY	
Colombia	COP	
Colombia	COU	
Costa Rica	CRC	
Cuba	CUP	

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Country	Currency Code	Decimal
Cape Verde	CVE	
Czech Republic	CZK	
Djibouti	DJF	NONE
Denmark	DKK	
Greenland	DKK	
Algeria	DZD	
Estonia	EEK	
Egypt	EGP	
Eritrea	ERN	
Ethiopia	ETB	
Andorra	EUR	
Kosovo	EUR	
Monaco	EUR	
Montenegro	EUR	
San Marino	EUR	
Vatican	EUR	
Belgium	EUR	
Cyprus	EUR	
Finland	EUR	
France	EUR	
Germany	EUR	
Ireland	EUR	
Italy	EUR	
Luxembourg	EUR	
Malta	EUR	
Portugal	EUR	
Slovenia	EUR	
Spain	EUR	
Fiji	FJD	
Falkland Islands	FKP	
Isle of Man	GBP	
Georgia	GEL	
Ghana	GHS	
Gibraltar	GIP	
Gambia	GMD	

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Country	Currency Code	Decimal
Guinea	GNF	NONE
Guatemala	GTQ	
Guyana	GYD	
Croatia	HRK	
Haiti	HTG	
Hungary	HUF	
Indonesia	IDR	
Israel	ILS	
Bhutan	INR	
India	INR	
Iraq	IQD	
Iran	IRR	
Iceland	ISK	NONE
Jamaica	JMD	
Jordan	JOD	
Japan	JPY	NONE
Kenya	KES	
Kyrgyzstan	KGS	
Cambodia	KHR	
Comoros	KMF	NONE
North Korea	KPW	
South Korea	KRW	NONE
Kuwait	KWD	
Cayman Islands	KYD	
Kazakhstan	KZT	
Laos	LAK	
Lebanon	LBP	
Sri Lanka	LKR	
Liberia	LRD	
Libya	LYD	
Moldova	MDL	
Nicaragua	NIO	
Philippines	PHP	
Romania	RON	
Serbia	RSD	



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Country	Currency Code	Decimal
Russia	RUB	
Slovakia	SKK	
Somalia	SOS	
Central African Republic	XAF	
Gabon	XAF	
Anguilla	XCD	
Antigua and Barbuda	XCD	
Dominica	XCD	
Grenada	XCD	
Montserrat	XCD	
Benin	XOF	
Burkina Faso	XOF	
Yemen	YER	
South Africa	ZAR	
Zambia	ZMK	
Zimbabwe	ZWD	
Canada	CAD	
Bosnia and Herzegovina	BAM	
Barbados	BBD	
Bangladesh	BDT	
Bahrain	BHD	
Burundi	BIF	NONE
Brunei	BND	
Faroe Islands	DKK	
British Indian Ocean Territory	GBP	
Hong Kong	HKD	
Honduras	HNL	
Lesotho	LSL	
Morocco	MAD	
Western Sahara	MAD	
Madagascar	MGA	
The former Yugoslav Republic of Macedonia	MKD	
Myanmar	MMK	
Mongolia	MNT	
Macau	MOP	

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Country	Currency Code	Decimal
Mauritania	MRO	
Mauritius	MUR	
Maldives	MVR	
Malawi	MWK	
Malaysia	MYR	
Mozambique	MZN	
Namibia	NAD	
Nigeria	NGN	
Norway	NOK	
Nepal	NPR	
Cook Islands	NZD	
New Zealand	NZD	
Niue	NZD	
Pitcairn	NZD	
Tokelau	NZD	
Oman	OMR	
Panama	PAB	
Peru	PEN	
Papua New Guinea	PGK	
Pakistan	PKR	
Poland	PLN	
Paraguay	PYG	NONE
Qatar	QAR	
Rwanda	RWF	NONE
Saudi Arabia	SAR	
Solomon Islands	SBD	
Seychelles	SCR	
Sudan	SDG	
Sweden	SEK	
Singapore	SGD	
Brunei	SGD	
Saint Helena	SHP	
Sierra Leone	SLL	
Suriname	SRD	
São Tomé and Príncipe	STD	

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Country	Currency Code	Decimal
Syria	SYP	
Swaziland	SZL	
Thailand	THB	
Tajikistan	TJS	
Turkmenistan	TMM	
Tunisia	TND	
Tonga	TOP	
Turkey	TRY	
Cyprus	TRY	
Trinidad and Tobago	TTD	
Taiwan	TWD	
Tanzania	TZS	
Ukraine	UAH	
Uganda	UGX	
American Samoa	USD	
British Indian Ocean Territory	USD	
Ecuador	USD	
El Salvador	USD	
Guam	USD	
Haiti	USD	
Marshall Islands	USD	
Micronesia	USD	
Northern Mariana Islands	USD	
Palau	USD	
Panama	USD	
Puerto Rico	USD	
East Timor	USD	
Turks and Caicos Islands	USD	
United States	USD	
United States Virgin Islands	USD	
Bermuda	USD	
Uruguay	UYU	
Uzbekistan	UZS	
Venezuela	VEF	
Vietnam	VND	

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Country	Currency Code	Decimal
Vanuatu	VUV	NONE
Samoa	WST	
Cameroon	XAF	
Congo	XAF	
Chad	XAF	
Equatorial Guinea	XAF	NONE
Saint Kitts and Nevis	XCD	
Saint Lucia	XCD	
Saint Vincent and the Grenadines	XCD	
Côte d'Ivoire	XOF	
Guinea-Bissau	XOF	
Mali	XOF	
Niger	XOF	
Senegal	XOF	
Togo	XOF	
French Polynesia	XPF	NONE
New Caledonia	XPF	NONE
Wallis and Futuna	XPF	NONE
United Kingdom	GBP	
Belize	BZD	
Dominican Republic	DOP	
Austria	EUR	
Greece	EUR	
Netherlands	EUR	
United Arab Emirates	AED	
Afghanistan	AFN	
Albania	ALL	
Armenia	AMD	
Netherlands Antilles	ANG	
Angola	AOA	
Latvia	LVL	
South Georgia and the South Sandwich Islands	GBP	
Lithuania	LTL	
Mexico	MXN	