



Please Fax to: **800.398.8931**

We will build your Authorize.Net™ eCommerce GatewayOnly Account and email you your activation instructions within one business day of receiving your completed **Sign-Up Form**.

Authorize.Net Sign-Up Form - BofA

Step 1 – Company Information - **REQUIRED:**

Company Name _____

Street Address _____ City _____

State _____ Zip _____ Phone _____ Age of Business (years) _____

Business Type: Partnership Sole Proprietorship Corporation / LLC Non Profit

Fed Tax ID _____ Products/Services Sold _____

Market Type (•^|^&cone): Card Not Present (CNP) / eCommerce Card Present (CP) / Retail

Step 2 - Owner/Principle/Partner/Officer Information - **REQUIRED:**

Name _____ Email Address: _____

Title _____ Social Security or Fed Tax ID (9 digits) _____

Step 3 – Billing Information for Authorize.Net to bill Set Up & Monthly Gateway Fees - **REQUIRED:**

Bank Name: _____

Bank ABA Routing Code (9 digits): _____

Bank Account (checking) # _____

Step 4 – Merchant Account Sale's Rep Contact Information - Optional

Please provide your Merchant Account **Sales Rep/Account Executive's** contact info to confirm your merchant data.

Sales Rep Name: _____ Processor Name: _____

Sale's Rep Email: _____ Sales Rep Phone: _____

Step 5 – Current eCommerce Processor – REQUIRED:

YOU MUST CONFIRM YOUR CURRENT INTERNET MERCHANT ACCOUNT DATA:

Please pay special attention to the NUMBER of DIGITS required.

The number of digits in each category must match or we cannot build your Authorize.Net Account:

FIRST DATA: FDC – NASHVILLE	(Do NOT provide your 12 digit Merchant Number)
Merchant ID (MID): (7 digits)	
Terminal ID (TID): (7 digits)	
FIRST DATA: FDC – Omaha	
Merchant ID: (15 digits)	
FIRST DATA: PAYMENTECH	
Client: (4 digits)	
Merchant # (Gensar #) (12 digits)	
Terminal Number (TID) (3 digits)	
GLOBAL (GPS)	
Acquirer Inst. ID (Bank ID): (6 digits)	
Merchant ID (MID): (15 digits)	
NOVA	
Bank Number/Term Bin: (6 digits)	
Terminal ID (TID):(16 digits)	
VITAL	
Merchant Number: (12 digits)	
Bin Number: (6 digits)	
Agent Number: (6 digits)	
Chain Number: (6 digits)	
Store Number: (4 digits)	
Terminal Number: (4 digits)	
MCC/SIC Code: (4 digits)	

Step 6 – Accepted Cards -

Please **CHECK** the cards that your Internet Merchant Account is authorized to accept:

VISA

MasterCard

American Express

Discover

