Customized Program Parameters

Program Name: _____

Form Completed By: _____

Signature Required: _____

Date: _____

Please note this form is three pages.
Please complete ALL sections, sign above, and fax to StoreFinancial at 866.896.1674

Within the activation software, you can customize default settings to better fit the needs of your program. The parameters you select include: the card types you sell and their allowable issue values, the payment methods available for selection, and the default fees assessed to card activation.

1. Specify the program address/information that you would like to print on the prepaid card receipt:

Program Name: _____

Address 1: _____

Address 2: _____

City/State/Zip Code: _____

Telephone Number: _____

Website(Optional): _____

2. Card Types and Issue Values — Optional
- The card type can have a different minimum and maximum issue value. The minimum issue value cannot be less than $5.00 and the maximum issue value cannot be more than $500.00. For example, Regual cards can have a range of $20 (minimum) - $250 (maximum) while Promotional cards have a range of $5 - $50.

Instructions:
Indicate the minimum and maximum issue values for the card type by filling in the values in the appropriate column.

Card Type	Include in My Program	Minimum Issue Value	Maximum Issue Value
Regular (This card type will be the default			

3. Payment Types

- When activating cards, users will select from the payment types. The selected payment type will show on reports.

- The only required payment type is Gift Account.

Instructions:
Set the payment types for your program by checking the box in th "Include in My Program" column.

Payment Type	Include in My Program	Payment Type	Include in My Program
Cash		Gift Card Account	
Check		Other Service	
Journal		Interac / Debit	
American Express Card		Certified Check / Bank Draft	
Mastercard		Accounts Receivable	
Visa Card		Company Check	
Discover Card		Electronic Funds Transfer	
Diners Club		ACH	
Carte Blanche		Wire Transfer	
Gift Certificate		Internal Funds Transfer	
Donation		Paypal	
Promotion		JCB	
Customer Service		China Union Pay	
Other Payment			

4. Set Default Activation Fees (please compete for $0 fess and well)

- You can set default fees that the activation software will automatically add to card activation transactions.

- Fees set up as defaults can be deleted or modified by the user during the card activation if you have given the user that permission when setting up your CardSpot® user accounts. See the User Information Forms for more information on permissions.

- You have the option of creating simple structure fees, such as flat fee per card, or you can create tiered fee structures to allow for lower fees on higher dollar transactions.

- Each card type may have a different fee associated to it.

Fee Types:
Per Card Fee
- A fee charged to the customer for each card in a transaction.
- For example, a per card fee of $1.00 results in a fee total of $10.00 in a transaction with 10 cards.
- Per card activation fees typically range from $1.00 to $2.50.

Transaction Fee
- A fee charged to the customer for the whole transaction, not for each card.
- This type of fee is often used to charge for handling on a large order.

"Based On" Options:
Card Count
- The number of cards in the transaction determines the fee.
- Create a tiered fee structure based on the number of cards in a transaction or on the transaction amount.
- In the example below, if a customer purchases 8 cards, they are charged a per card fee of $1.50 on each card. If they purchase 15 cards, they are charged a per card fee of $1.00 on each card. If they purchase 50 or more cards, they are charged a transaction fee(flat fee) of $25.00.

Transaction Fee
- The total dollar value of the cards in the transaction determines the fee.
- In the example below, transactions involving $1 to $500 worth of promotional cards get assessed a fee of $1 per card. Any transaction over $500 will result in no fees being charged.

Instructions:
In the fields below "Enter Your Fees", enter the fee type (per card or transaction), enter the card type that fee applies to, and enter the amount of the fee. If you are creating a tiered fee structure, you will need to input the Based On column (either Card Count or Transaction) and enter the minimum and maximum ranges for that fee amount. Repeat for all card types.

If you are not assessing an activation fee, please enter No Fees.

Fee Type (Per Card or Transaction)	Card Type	Amount	Based On (Tran Amt or Card Count)	Mini-mum	Maxi-mum
Per Card - SAMPLE	Regular	$1.50	Card Count	1	10
Per Card - SAMPLE	Regular	$1.00	Card Count	11	49
Transaction - SAMPLE	Regular	$25.00	Card Count	50	
Per Card - SAMPLE	Promotional	$1.00	Transaction	1	500
Enter Your Fees Below:					