



## Merchant Validation Process (MVP)

It is **critical** that you contact your processor or your merchant bank to ensure that your site is set up for ProtoBase **Software** processing. This may require your processor or merchant bank to issue new merchant numbers or terminal IDs.

**Please ensure all types of credit cards being accepted are set up with the bank and/or processor.**

Date: \_\_\_\_\_ Version:  4.76  4.8

New  Change of Service

Lodging  Restaurant  Retail  Direct Marketing (MOTO)  Auto Rental

The Property must request a software application merchant number from their Bank/Processor.

Merchant Name: \_\_\_\_\_

Merchant DBA Name (if different from above): \_\_\_\_\_

Merchant Street Address: \_\_\_\_\_

Merchant City: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Merchant Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Merchant Contact Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Processor: \_\_\_\_\_  
(Example: PaymenTech, Vital, FDMS, Global Payment Systems)

Processor Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Visa/MasterCard Merchant ID Number: \_\_\_\_\_

Comments: \_\_\_\_\_

Submitted By \_\_\_\_\_ Phone: \_\_\_\_\_

***Southern DataComm, Incorporated***

10700 76<sup>th</sup> Court Largo, FL 33777-1440

Fax orders to **727-431-4545** or email to **orders@protobase.com**.

For further information, please call us at (800) 476-4456 and ask for Merchant Services