

# MKT Accounting Credit Card Processing

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## For AccountMate SQL

MKT Credit Card Processing provides Internet Protocol (IP) payment functionality that enables your company to authorize, settle and manage credit card transactions anytime, anywhere directly within AccountMate.

MKT Credit Card Processing provides secure credit card processing between AccountMate and your Payment Gateway. This add-on program for AccountMate provides fast, reliable and secure passage for transaction data via a 128-bit Secure Sockets Layer (SSL) Internet Protocol (IP) connection, and manages the complexity of payment information to the appropriate credit card payment gateways and processors.

The MKT Credit Card Processing Add-On supports transactions seven days a week, 24 hours a day offering many features and options that can be tailored to your specific business needs.

### Benefits

- **Streamlines** credit card processing; all processing is handled by the system freeing up valuable employee time.
- **Reduces** data entry errors; data is recorded, verified, and processed directly from AccountMate eliminating data reentry.
- **Complete** transaction log; all activity is recorded into a log in your AccountMate database(s) providing full audit trails of all transactions.
- **Supports** multiple AccountMate companies; each company can be setup to use different merchant accounts, gateways, settings, etc...
- Multiple **Security** features; companies can indicate which users can and cannot process credit cards, credit card processing is hidden from warehouse staff, utilize all credit card fraud security features such as the Address Verification Service (AVS) and Card Code Verification (CCV). These features reduce the potential for fraud and charge backs.
- **No Equipment required**; all that you need is an Internet connection and a merchant account with a gateway. See AccountMate source code requirements below.
- Supports **Level II Data** on all credit card transactions.
- **Fast Processing**; most credit card transactions are completed within 10 seconds and invoices are immediately marked as paid.
- All Transactions are **Reconcilable**; all transactions are listed on the standard AccountMate Cash Receipts and Refund reports
- **Sensitive** credit card data is encrypted in the AccountMate databases.
- **Allows** the application of open credits to invoices and shipments before the customers' credit card is charged.

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## Features

MKT Credit Card Processing provides the ability to process credit card transactions directly through AccountMate. Credit Card transactions are processed over a secure internet connection from each workstation and do not require any additional equipment or central server software to operate.

All credit card activity is encrypted and recorded in a transaction log that includes very detailed information about the user that processed the transaction. The Add-on also provides additional AccountMate Extended Security options to control which users can process credit card transactions.



Setup of the Credit Card Processing Add-on takes just minutes once all of the on-line account information has been determined.

The MKT Credit Card Processing Add-on provides credit card functionality through the following AccountMate functions.

- **Create Sales Order / Sales Quote** – When entering orders users can enter and verify the required credit card information by clicking on the new credit card processing button . The verification of the credit card information can be enforced so that the order cannot be saved if the credit card is invalid, declined, etc... The user can also indicate if any Open Credits should be applied to the transaction before the customer's credit card is processed.
- **Approve Sales Quote** – When the user clicks on the Approve button the verification of the credit card information can be enforced so that the sales quote cannot be approved if the credit card is invalid, declined, etc...
- **Ship Sales Order** – When an order is shipped, the credit card transaction is processed and the sale is completed. If the credit card is invalid or the transaction is declined the shipper will not be able to ship the sales order in AccountMate.
- **Create Invoice** – When entering invoices users can enter and verify the required credit card information by clicking on the new credit card processing button . The credit card transaction is processed when the invoice is saved and if the credit card is invalid or the transaction is declined the user will not be able to save the invoice. The user can also indicate if any Open Credits should be applied to the transaction before the customer's credit card is processed.
- **Apply Payment** – When posting payments the users can enter and verify the required credit card information by clicking on the new credit card processing button . The credit card transaction is processed when the payment is saved and if the credit card is invalid or the transaction is declined the user will not be able to save the payment. With this feature multiple invoices can be paid by one credit card transaction. Please note that this option is only valid if the charge was not processed during Ship Sales Order or Create Invoice.

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- **Customer Maintenance** – Users can review the list of credit cards, add, edit, or delete them too. This credit card information is separate from the standard AccountMate credit card information.
- **Void Payment** – When voiding payments the users can verify the credit card information from the original transaction by clicking on the new credit card processing button . The credit card transaction is either voided or refunded depending on how long ago the original credit card transaction was processed. A credit card payment can be voided up to 120 days after the original transaction.
- **Pre-Authorize Sales Order** – This new feature allows users to pre-authorize credit card funds for a sales order. The system can also be setup so that sales orders are not allowed to be shipped if a pre-authorization has not been performed. Now you can know if the customer has funds before putting a product into production or packaging for shipment.
- **Credit Card Refund** – This new feature allows users to refund monies back to consumer credit cards up to 120 days after the original transaction. When refunding payments or Sales Returns created with Invoice #'s the users can verify the credit card information from the original transaction by clicking on the new credit card processing button . This feature also integrates with the Bank Reconciliation module, AccountMate Version 6.5 only, to automate the disbursement of monies from your bank account and ensure proper reconciliation of your bank account.
- **Credit Card Transaction Log** – This new report located in the Accounts Receivable Payment Reports menu allows users to report on all credit card transaction activity generated by the system. Information on this report should balance with your settlement report provided by your credit card processor (gateway).
- **Credit Card Pre-Authorization Status Report** – This new report located in the Accounts Receivable Payment Reports menu allows users to report on the status of all sales order pre-authorizations performed.
- **Credit Card Processing Setup** – This new setup function is located in the Accounts Receivable Housekeeping menu. Many options in this function allow the MKT Credit Card Processing Add-on to be customized to your business needs.

## Additional Add-ons Available

The following MKT Credit Card Add-on features are available

- **Pre-Authorization Add-on:** With this add-on users will be able to pre-authorize a sales order prior to shipping the order. This ensures that the customer has sufficient funds before the products are packaged and prepared for shipment or production is started.

## Supported Systems

The Credit Card Processing Add-on is available for the following versions of AccountMate:

- AccountMate SQL/MSDE Version 6.04a through Version 6.07a
- AccountMate SQL/MSDE Version 7.02a through Version 7.06a

The Credit Card Processing Add-on also supports the following 3<sup>rd</sup> Party Add-on products:

- Accu-Dart Warehouse Management Add-on
- AKA StarShip Add-on

## Supported Gateways

The MKT Credit Card Processing Add-on current supports the following Gateways.

- [Authorize.Net](#) – The Authorize.Net Payment Gateway supports connections to most if not all of the major credit card processors. Authorize.Net has certified each of their processor connections to achieve the highest level of transaction security available. These processors include and are not limited too the following:
  - [Concord EFSnet](#)
  - [First Data Merchant Services \(FDMS\)](#) Omaha and Nashville Processing Platforms
  - [Global Payments](#)
  - [RBS Lynk](#)
  - [Nova Information Systems](#)
  - [Paymentech](#) Tampa Processing Platform
  - [Vital Processing](#)
- [eProcessingNetwork](#) – eProcessingNetwork is certified to process Retail Swiped, MOTO, ECI, AVS, CVV2/CVC/CID, and many other transaction types through the following platforms:
  - [First Data Merchant Services \(FDMS\)](#) Omaha and Nashville Processing Platforms
  - [Paymentech](#) Tampa Processing Platform
  - [Vital Processing](#)
  - [CardSystems Solutions](#)
  - [Heartland Payment Systems](#)
  - [Global Payments](#)
  - [Nova Information Systems](#)

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## System Requirements

- AccountMate SQL Version 6.5 or greater
- Source Code for the Accounts Receivable and Sales Order Modules
- 56KB/s or higher Internet Connection
- Windows 2000 or higher workstation operating system
- Credit Card Provider and/or gateway that supports on-line credit card transactions
- Requires that at least one Pay Code is setup as a Credit Card type and is not marked for Automatic Apply.

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## Sample Screens

The screen below is a sample from the Create Sales Order function. You will notice the new credit card button to the right of the Chk/Card # field.

**Create Sales Order**

Save Cancel Copy Clear Close

Create Sales Order Customer # ACC1 Access Communications, Inc. SO #

Information Line Items Payment / Bill To / Ship To Activity Customer NotePad

**Payment**

SO Total 105.11 USD

Chk/Card # \*\*\*\*\*2222

Exp. Date 09/11

Cardholder Mona Rice

Reference

Pay Code CARD

Bank # BOFA

**Billing Address**

Address # A1

Company Access Communications, Inc.

Address 3398 Lincoln Ave  
Bldg. F

City San Rafael

State CA Zip 94901

Country USA

Contact Mona Rice

Phone 415-258-0900

**Shipping Address**

Address # A2

Company Access Communications, Inc.

Address 3398 Lincoln Ave  
Bldg. A

City San Rafael

State CA Zip 94901

Country USA

Contact Mona Rice

Phone 415-258-0900

Sales Tax CA 7.25000%


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## Sample Screens (Continued...)

The user must click on the new Credit Card button to enter the required information. When the button is clicked the screen below will be displayed.

**Credit Card Processing**

Card # 4XXXXXXXXXX2222 

Exp. Date 09/11

Cardholder Mona Rice

Security # \*\*\* Security # will be used

Save Card

Company Access Communications, Inc.

Billing Address 3398 Lincoln Ave Bldg F

City San Rafael

State CA Zip 94901

Country USA

Phone # 415-258-0900


Fax #

E-mail Disabled

Sales Order # TBD

Total 110.47

Open Credit 247.82

Apply Credit 0.00 

Charge Amt 110.47

Pre-Auth Amt 0.00

Last Verified

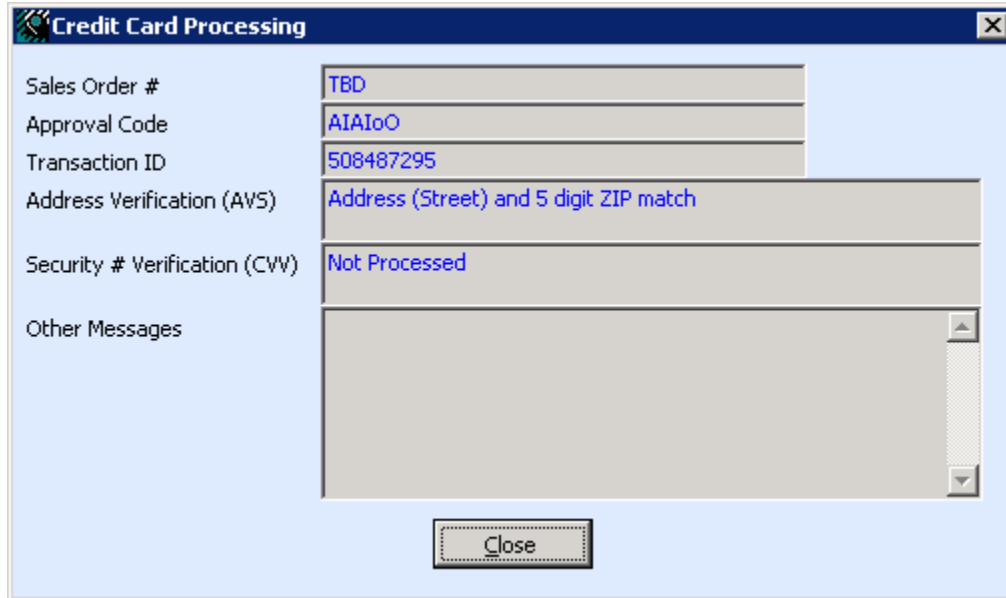
Save Verify Close

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## Sample Screens (Continued...)

When a credit card is processed the user will be presented with a results screen informing them that the card was successfully or unsuccessfully processed, as shown below.



The screenshot shows a dialog box titled "Credit Card Processing" with a close button in the top right corner. The dialog contains the following fields and values:

Sales Order #	TBD
Approval Code	AIAIoO
Transaction ID	508487295
Address Verification (AVS)	Address (Street) and 5 digit ZIP match
Security # Verification (CVV)	Not Processed
Other Messages	

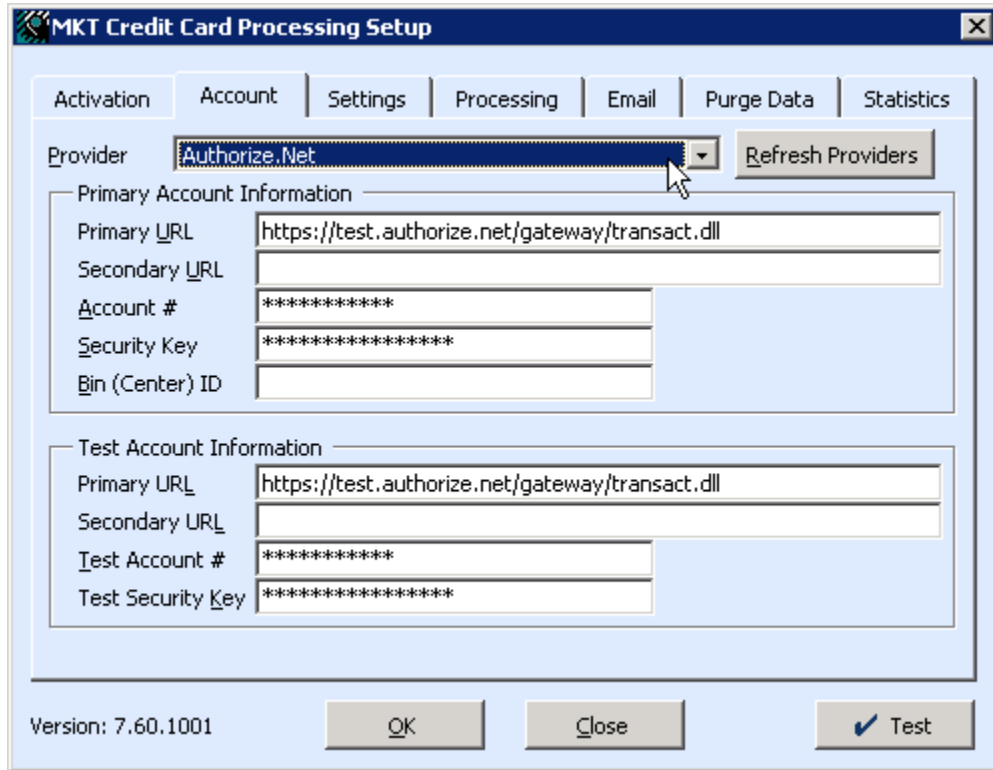
A "Close" button is located at the bottom center of the dialog box.

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## Sample Screens (Continued...)

The following screens show the different Setup options available.



The screenshot displays the "MKT Credit Card Processing Setup" dialog box with the "Account" tab selected. The "Provider" dropdown menu is set to "Authorize.Net". The "Primary Account Information" section includes fields for Primary URL (https://test.authorize.net/gateway/transact.dll), Secondary URL, Account # (masked with asterisks), Security Key (masked with asterisks), and Bin (Center) ID. The "Test Account Information" section includes fields for Primary URL (https://test.authorize.net/gateway/transact.dll), Secondary URL, Test Account # (masked with asterisks), and Test Security Key (masked with asterisks). At the bottom, there are buttons for "OK", "Close", and "Test" (with a checkmark icon). The version number "7.60.1001" is displayed in the bottom left corner.

Field	Value
Provider	Authorize.Net
Primary Account Information	
Primary URL	https://test.authorize.net/gateway/transact.dll
Secondary URL	
Account #	*****
Security Key	*****
Bin (Center) ID	
Test Account Information	
Primary URL	https://test.authorize.net/gateway/transact.dll
Secondary URL	
Test Account #	*****
Test Security Key	*****

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## Sample Screens (Continued...)

**MKT Credit Card Processing Setup**

Activation | Account | **Settings** | Processing | Email | Purge Data | Statistics

System Settings

- Disable Processing
- Enable in the SO Module
- Diagnostics Mode

External IP Address:

Data Level:

Pre-Auth Exp Days:

Field Separator:

Field Encapsulation:

Transmission Settings

- Retry Attempts:
- Timeout Period:  (Seconds)
- Transmit XML:

Authorized Pay Codes

- CARD (Other Credit Card)
- MASTERCARD (Master Card)

Customer Settings

- Save Customer Credit Card Data
- Save Credit Card Security #
- Save YAM Customer Credit Card Data

Version: 7.60.1001

OK Close Test

**MKT Credit Card Processing Setup**

Activation | Account | Settings | **Processing** | Email | Purge Data | Statistics

Void Payment Option:

Verification Option:

Open Credit Option:

Refund Option:

Product Description:

- Require Address
- Require Security #
- Require Card Holder Name
- Verify on Create SO
- Verify on Create SQ
- Verify on Approve SQ
- Require Pre-Authorizations for SO Shipments

VISA  Accepted

MasterCard  Accepted

Discover  Accepted

AMERICAN EXPRESS  Accepted

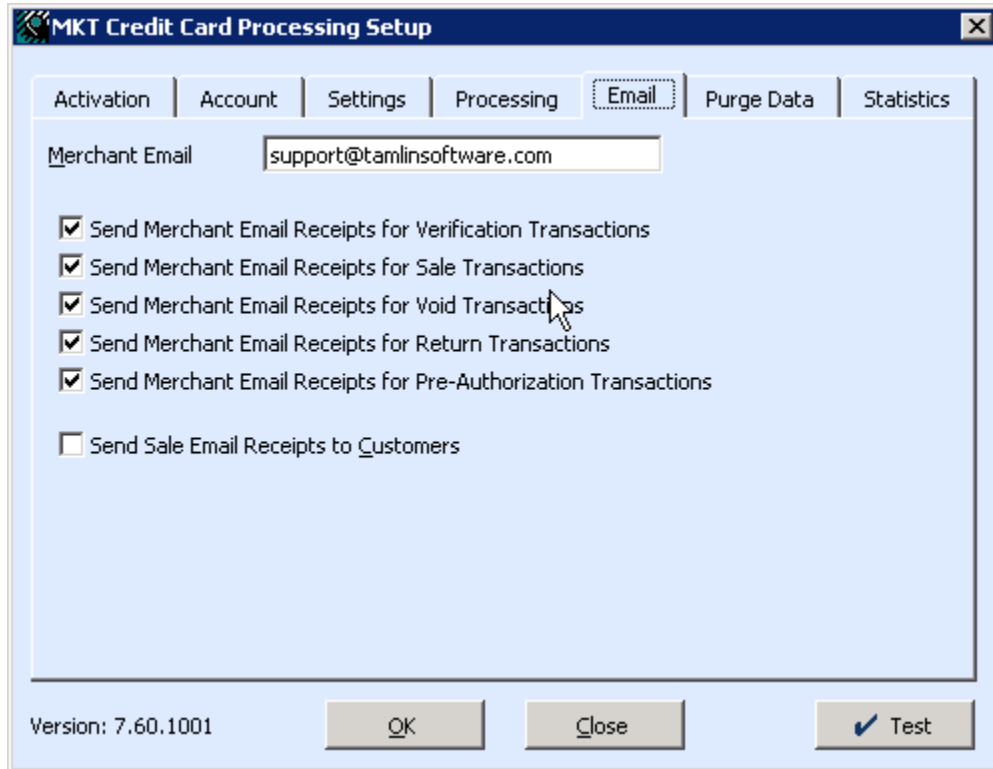
Version: 7.60.1001

OK Close Test

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## Sample Screens (Continued...)



The screenshot shows a software window titled "MKT Credit Card Processing Setup" with a standard Windows-style title bar (minimize, maximize, close buttons). The window has a tabbed interface with the following tabs: "Activation", "Account", "Settings", "Processing", "Email" (which is the active tab), "Purge Data", and "Statistics".

Under the "Email" tab, there is a text field labeled "Merchant Email" containing the address "support@tamlinsoftware.com". Below this field is a list of five checkboxes, all of which are checked:

- Send Merchant Email Receipts for Verification Transactions
- Send Merchant Email Receipts for Sale Transactions
- Send Merchant Email Receipts for Void Transactions
- Send Merchant Email Receipts for Return Transactions
- Send Merchant Email Receipts for Pre-Authorization Transactions

Below these checkboxes is one unchecked checkbox:

- Send Sale Email Receipts to Customers

At the bottom of the window, there is a "Version: 7.60.1001" label on the left. On the right, there are three buttons: "OK", "Close", and "Test" (which has a checkmark icon).

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## Sample Screens (Continued...)

The following screens show the purging and statistical analysis features available.

MKT Credit Card Processing Setup

Activation | Account | Settings | Processing | Email | **Purge Data** | Statistics

Purge Customer Credit Card Information  
 Purge the Credit Card Transaction Log

Purge Credit Cards Older Than  (Day)  
Purge Transaction Entries Before

Purge

Version: 7.60.1001    OK    Close    Test

MKT Credit Card Processing Setup

Activation | Account | Settings | Processing | Email | Purge Data | **Statistics**

	Total	Avg / Day	Avg / Month	Avg Time	Avg Amt
Sale Transactions	3	0	0	00:00:04	1.00
Verify Transactions	11	1	0	00:00:07	
Void Transactions	0	0	0	00:00:00	0.00
Return Transactions	0	0	0	00:00:00	0.00
Total Transactions	14	1	0	00:00:06	0.21

Select From:  To:   
Found From:  To:

Calculate

Version: 7.60.1001    OK    Close    Test

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## Sample Screens (Continued...)

The following screen shows the Credit Card Transaction Log report criteria options available

01/20/10 03:49:00 PM  
Printed By: Supervisor

National Office Supply, Inc.  
**Credit Card Transaction Log**

Page 1 of 2

Time	Order #	Type	Customer #	User Name	Process	Card #	Security #	Credit Card Transaction ID	Transaction Response	Pre-Auth Amt	Charge Amt
Trs Date: 01/02/2010											
05:37 PM	TEST	Sales Order	TEST	Supervisor	SALE	4XX2222	Illegible	0	000000		1.00
05:38 PM	TEST	Sales Order	TEST	Supervisor	SALE	3XX0002	Illegible	0	000000		1.00
05:45 PM	1028	Sales Order	ADIB	Supervisor	VERIFY	5XX8888	Illegible	2151597329	IT22ave		
05:47 PM	1028	Sales Order	ADIB	Supervisor	PREAUTH	5XX8888	Illegible	2151597300	7Cr44R	2,005.00	
06:10 PM	1028	Sales Order	ADIB	Supervisor	PREVOID	5XX8888	Illegible	2151597300	7Cr44R	-2,005.00	
06:10 PM	1028	Sales Order	ADIB	Supervisor	PREAUTH	5XX8888	Illegible	2151597326	UH8UHc	2,005.00	
06:22 PM	1028	Sales Order	ADIB	Supervisor	VERIFY	5XX8888	Illegible	2151597334	LAWm87		
06:24 PM	1028	Sales Order	ADIB	Supervisor	VERIFY	5XX8888	Illegible	2151597336	8897u0		
06:35 PM	1029	Sales Order	ACC1	Supervisor	VERIFY	4XX7779	Illegible	2151597340	uwmRS		
06:37 PM	1029	Sales Order	ACC1	Supervisor	PREAUTH	4XX7779	Illegible	2151597342	0o20FO	230.59	
06:37 PM	1029	Sales Order	ACC1	Supervisor	PREVOID	4XX7779	Illegible	2151597342	0o20FO	-230.59	
06:38 PM	1029	Sales Order	ACC1	Supervisor	PREAUTH	4XX7779	Illegible	2151597343	kyv8Br	225.23	
07:07 PM	1030	Sales Order	ACC1	Supervisor	VERIFY	5XX8884	Illegible	2151597364	9j9IKm		
07:07 PM	1030	Sales Order	ACC1	Supervisor	PREAUTH	5XX8884	Illegible	2151597365	hK6GN	142.90	
07:59 PM	100000028	Receipt	ACC1	Supervisor	PRECAPT	15XX8884	Illegible	2151597365	hK6GN	142.90	142.90
08:01 PM	1031	Sales Order	ACC1	Supervisor	VERIFY	5XX8884	Illegible	2151597424	rQPQEA		
08:02 PM	1031	Sales Order	ACC1	Supervisor	PREAUTH	5XX8884	Illegible	2151597425	VqmUVN	37.54	
08:02 PM	100000029	Receipt	ACC1	Supervisor	PRECAPT	15XX8884	Illegible	2151597425	VqmUVN	37.54	37.54
2010-01-02: 18 Record(s)											<b>182.44</b>
Report: 18 Record(s)											<b>182.44</b>

For more information, call 214-739-6576  
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