

Four steps for starting your gift program off in the right direction

1 **Activate your POS system for StoreCard**

Work with your POS dealer to implement the Gift Card Processing ID (your Merchant ID/MID) into your POS. If you have any issues, call Tech Support team at 800-846-4472.

2 **Test loading and using a gift card**

Activate a gift card by swiping it through the POS terminal to load it with a testing purchase amount and use it to make a purchase.

3 **Access your own reporting**

Once the testing is successful, make sure you login to MercuryView to access all of your StoreCard reports (<https://portal.mercurypay.com>):

- Enter your user ID and password
- Select "Reports"
- Select "Terminal ID"
- Select "Real Time Processing Gift Card Reports"
- From this point, you have a variety of reports to choose from

If you haven't received your login info, please contact us at 800.729.4815. For more details, please go to **StoreCard Reporting Guide**

4 **Display your new gift cards and let your customers know**

Display your cards where your customers can see. And don't forget to train and motivate your staff to mention your gift program to customers at every opportunity.



If you have any questions, please let us know.

Call 800.729.4815, or email giftsales@vantiv.com.