# YOUR GUIDE TO WELCOMING AMERICAN EXPRESS® CARDS ON GEMALTO MAGIC X8 MODEL TERMINALS

All you have to do is check your terminal is as ready as you are.

This guide will help you start welcoming new customers as soon as possible.



If at any point you need extra assistance, give us a call on **0800 032 7216**, select option **2** and we can guide you through the set-up process.

#### **STEP 1: DOWNLOAD**



- Press the MIDDLE FUNCTION key under the screen (labelled with a horizontal line).
- Use up/down arrow to highlight SYSTEM.
- Use up/down arrow to highlight MAINTENANCE.
- Enter Pass Code (default is 0000).
- Use up/down arrow to highlight MMS Download & Press ENTER.
- Terminal should display the Scenario as five zeroes (00000).
   Press ENTER.†

### **STEP 2: LOGON**



- Press the MIDDLE FUNCTION key (labelled with a horizontal line) under the screen.
- Use up/down arrows to highlight APPLICATION.
- Enter Pass Code (default is 0000).
- Scroll down to highlight AUTO LOGON (no. 7 on the keypad).
- Use up/down arrows to highlight AMEX.
- Press ENTER to confirm.

### **STEP 3: TEST PAYMENT**



- From the Start screen choose TRANSACTION.
- Use up/down arrows to highlight SALE (or CNP option).
- Key in the Amex dummy Card number:
  37 999 999 999 999 4 (check the terminal is asking for the Card number first, as opposed to the Sale amount).
- Key in Expiry date 12/18. Expiry date will always be the current year.
- Press ENTER to confirm the SALE.
- If terminal asks for a security code, input 0000.
- If asked for address details, use the building number for 1
  John Street and the numbers within post code BN88 1YR.
- Terminal will display "Test Complete" / "Init Complete", Not Authorised.

## This is your American Express Test Card

Card No - 37 999 999 999 999 4 Expiry Date - 12/calendar year\* Please keep these details safe.



#### **TEST TRANSACTION AMOUNTS:**

Barclays (BARC)	£850.01
WorldPay/Cardsave/Handepay (SMS)	£900.01
LTSB/Cardnet/FDGL (LTSB)	£955.01
Clover/Payment Sense/Merchant Rentals (FDMS/HBOS)	£470.01
Allied Irish (AIB)	£440.01
Rapyd (Valitor/Chip&Pin)	£325.01
TakePayments	£505.01
Pax	£200.01



Your terminal is now set up and ready to accept American Express Cards.



\*Please use the calendar year of your test transaction.

DON'T do business without it If you experience non set-up related problems, view our Common Errors and Issues guide.



# PLEASE REMEMBER TO SET THE DATE AND TIME ON YOUR DEVICE PRIOR TO USE.

- Press the MIDDLE FUNCTION key (labelled with a horizontal line) under the screen.
- Use up/down arrow to highlight **SYSTEM**.
- Use up/down arrow to highlight **TERMINAL**.
- Enter Pass Code (default is 0000).
- Use the YELLOW button to clear the screen or type over.



#### **RECONCILIATION**

- 1. Press the MIDDLE FUNCTION key (labelled with a horizontal line) under the screen.
- 2. Use up/down arrow to highlight MER.
- 3. Select "2" for BANKING.
- 4. Enter Access Code (default is 0000).
- 5. Terminal will print and return to the menu screen.

If you have been unable to activate using our set-up guide, please contact your terminal provider for assistance.

We're here to help Monday to Friday, 8am to 6pm, and Saturday and Bank Holidays (excluding Christmas Day and New Year's Day), 9am to 5pm. Please have your Merchant Account details to hand and be prepared to answer some security questions before we can discuss your Account. Because we want to make sure we're doing a good job, we may monitor or record our calls. American Express Payment Services Limited. Registered Office: Belgrave House, 76 Buckingham Palace Road, London SW1W 9AX, United Kingdom. Registered in England and Wales with Company Number 06301718. American Express Payment Services Limited is authorised in the United Kingdom by the Financial Conduct Authority under the Payment Services Regulations 2017 with Reference Number 484347 for the provision of payment services.