ELECTRONIC EXCHANGE SYSTEMS

Payment Card Industry Self Assessment Questionnaire Acknowledgments and Agreement - Dial Terminals ONLY

Introduction

The following is a supplemental list of questions that will help new and existing merchants provide us more information about their POS (Point of Sale) environment to ensure compliance with Payment Card Industry's Data Security Standards (PCI DSS).

For new merchants please submit addendum during application process.

For existing merchants please email addendum to compliance@merchantserviceshq.com or fax us at 888-579-4791.

Merchant Information			
DBA Name:			
Owner Name:			
Terminal Type:		Tax ID:	
PIN PAD Type:	☐ Internal ☐ External	PIN PAD Model:	

Simplified SAQ Question for PCI (Payment Card Industry) SAQ B (Self Assessment Questionnaire)		
Questions	Yes	No
1. Do you store your receipts in a secure area so that only you have access to them?	☐	☐
a. Will you store your credit card receipts in a secure location shortly after completing your PCI survey?	☐	■
2. Do you write down credit card information for any reason?	☐	☐
a. When credit card information is written down will you store and/or shred securely when no longer needed?	☐	■
3. Do you ever send credit card information via email or text messages? _____	☐	☐
a. When you send them are you sending them for a reason that we can document and keep on file?	☐	■
4. Do your managers or supervisors have access to the credit card information you store?	☐	☐
a. Do you know when they access the information?	☐	■
i. Will you implement controls?	☐	■
5. When credit card information is no longer needed do you shred it and dispose of it securely?	☐	☐
a. Will you dispose securely in the future?	☐	■

PCI Acknowledgements and Agreements

By signing below, you acknowledge that you are authorized to answer questions and provide information on behalf of the Undersigned Merchant, to obligate the Undersigned Merchant to complete the actions outlined in this application addendum, and to, in turn, authorize EXS to complete the PCI Self Assessment Questionnaire on behalf of the Undersigned Merchant using the answers provided by you in this application addendum. You also acknowledge that you have answered the questions asked to the best of your ability, that your answers are truthful, and that you have not withheld information that might impact the completeness of such answers. Finally, you acknowledge that your answers fairly represent the Undersigned Merchant's stance on ensuring PCI compliance for the various card brands and the PCI Security Council.

By signing below, you further agree that the Undersigned Merchant will implement in its entirety, and abide by, the Security Policy that we will draft on the Undersigned Merchant's behalf based upon the information and answers that you have provided to us today, and that such policy is compliant with PCI data security standards.

SIGN HERE	Signature Principal or Corporate Officer	Print Name	Date

Internal Use Only