Merchant Account Center Overview



Merchant Account Summary

- Settlement Amounts
- Discover Network Batches
- Discover Network Merchant Fees
- Dispute System
- Activity Reporting

Merchant Profile

- Bank Account
- Address
- Phone/Fax Number
- Log in Information
- Email Subscriptions
- Registered Users

Email Notifications of Disputes

Additional Location Requests

Report Options & Information

- Sample Reports
- Online Statement & Disputes
- Discover eReport
- Paperless Reporting Enrollment

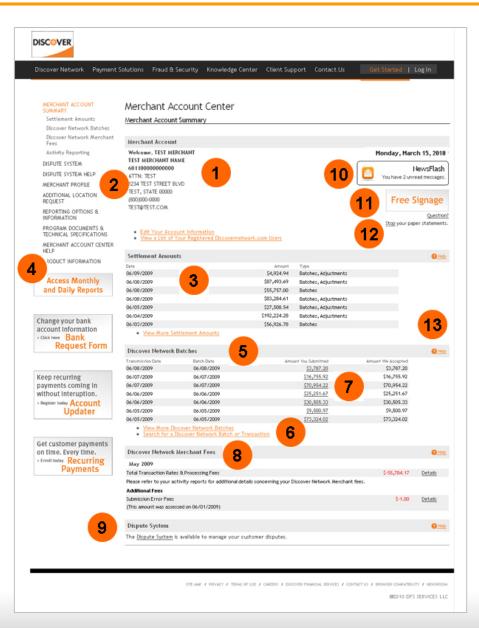
Operating Regulations & Technical Specifications

Merchant Account Center Help

Merchant Account Center Overview



- 1. View address, phone and user info
- 2. Link to **Merchant Profile** including change bank account, address, phone/fax number and log in info
- View your seven most recent **Settlement** Amounts
- Link to Activity Reporting
- 5. View your seven most recent **Discover Network Batches**
- 6. Search for a **Discover Network Batch or Transaction**
- Click on the batch to view batch details from both accepted and rejected transactions
- 8. View **Discover Merchant Fees**
- 9. Link to the **Dispute System**
- 10. Link to the Message Center
- 11. Link to Order Signage
- 12. Submit a question online
- 13. Link to **Help** screen for each section



Activity Reporting



- Monthly reports are available by the 3rd business day of each month and are available for up to 2 years.
- Daily reports are available online for up to 180 days
- Activity Reports can be viewed and printed in a PDF or CSV format

