Louisiana State University Office of Accounting Services Bursar Operations 125 Thomas Boyd Hall

Merchant Name (will print on customer's receipt and state 24 character limit on r			
Contact Name			
Phone	Fax	E-mail	
A. Indicate methods to process credit Accepting credit card payments Using a terminal connected to a Sending credit card transactions Using wireless	through an Internet website computer	Using a terminal connected to a data phousing Point of Sale software Using third party software	one line
 Services or product you sell? Seasonal Business? Yes 		cate months business is open:	
 If using a credit card terminal conn Indicate number of terminals of If using an existing terminal, ir 	ordered:	complete the following:	
CyberSource): a. Internet S b. Service F c. Departme 2. If your department is using so b. ISP Name:	cting the transmission of credit of Service Provider (ISP) Name: Provider's product name & version ent's website address: ftware in processing credit cards: c. Department's website address.	#:a. Software Name & version #:site address:	
have read LSU's Credit Card Merchaestablished therein. I understand it is of credit card information and to imme	ant Policy (FASOP: AS-22) and a my responsibility to supervise the diately remedy such (PCI) policie	pany Name: agree to the responsibilities, policies, and activity of credit card handlers and report s to my staff and perform an annual self-a se the required annual assessment and sy	any breacl
Supervisor's Signature	Print Name	Date	
Department Head's Signature	Print Name	Date	
	FOR ACCOUNTING SERVICES	S USE ONLY	
		Date	