1 2 3

3 Step Guide to setting up your GEMALTO – MAGIC X8 Terminal to accept American Express® Cards

We've created this easy 3 step guide so you're able to start taking American Express transactions as soon as possible.

The following instructions explain how to download American Express on to your existing point of sale terminal (POS), activate American Express and complete a test transaction to make sure you're ready to start accepting our Cards.

In order to make sure that American Express downloads successfully, please make sure that:
• Your terminal has a strong signal strength before following these instructions
• Your terminal is back in its base unit (if it has one)
• If you have multiple portable machines, you have completed the download on each individual POS.

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

1

Download

• Press the middle function key (labelled with a horizontal line) under the screen
• Use up/down arrows to highlight **SYSTEM**
• Use up/down arrows to highlight **MAINTENANCE**
• Enter **ACCESS CODE** (default code is 0000)
• Use up/down arrows to select **MMS DOWNLOAD** and press **ENTER**
• Terminal should display the Scenario as five zeroes (00000). Press **ENTER**
  Note – If the terminal displays a different number press the 0 button five times
• There may be a short delay before the terminal dials to TACS to collect its download.

2

Log on / Self install

• Press the middle function key (labelled with a horizontal line) under the screen
• Use up/down arrows to highlight **APPLICATION**
• Select **APACS 40** (if asked)
• Enter **ACCESS CODE** (Default code 0000) – press **ENTER**
• Press the number 7 on the keypad or use the up/down arrows to highlight **AUTO LOG ON**
• Use up/down arrows to highlight **AMEX**. Note - If American Express is not listed as an option, it may not have been picked up during the download. If you experience this problem, please call us on 0800 032 7216
• Press **ENTER** (green button) – terminal should contact American Express to log on.

3

Test Transaction

To make sure that you are now ready to accept American Express, you will need to complete a test transaction. Your terminal will know that this is a test transaction, and as such this will not affect your end of day reconciliation. American Express will neither credit nor debit the amount that you enter.

- From the start screen, choose **TRANSACTION**
- Use up/down arrows to highlight **SALE**
- Key in the correct **TEST AMOUNT** as detailed in the table on the right
- Key in the American Express Dummy Card No. **37 999 999 999 999 4** and press **ENTER**
- Key in the expiry date changing the date accordingly, for example **12/15** and press **ENTER**
- Press **ENTER** to confirm the sale.

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

Remember to place your American Express stickers in your window and by your point of sale to let Cardmembers know that you welcome our Cards. You can also register your merchant account online at **americanexpress.co.uk/mymerchantaccount** so you have 24/7 access to view submissions and payments in one secure location.

Test transaction amounts:

Barclays BARC	£850.01
Streamline/Cardsave/ Handepay SMS	£900.01
LTSB/Cardnet/FDGL LTSB	£955.01
FDMS/Payment Sense/ Merchant Rentals HBOS	£470.01
Allied Irish AIB	£440.01
HSBC HSBC	£325.01

*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.