



## How do I begin accepting payments with PAYD®?

Simply follow the steps below to begin accepting payments on the go with your Moneris PAYD® card reader.

### Before you receive your Welcome Kit:

#### Step 1 – Activate your PAYD account

Before your PAYD card reader arrives, please activate your PAYD account.

- a. Visit [getpayd.com/activate](https://getpayd.com/activate).
- b. Enter your merchant and store ID (found in your “Useful Information” email).
- c. Create a username and password.
- d. Provide your email address and answers to the security questions.

#### Step 2 – Install the PAYD App

Before your PAYD card reader arrives, please download and install the latest version of the PAYD App onto the mobile device(s) that you will use.



### After you receive your Welcome Kit:

Once your PAYD card reader arrives, accepting mobile payments with PAYD is easy.

- a. Sign into the installed PAYD App.
- b. Plug the PAYD card reader into the audio headset jack on your mobile device.
- c. Ensure that the volume level of your mobile device is maximized.
- d. Refer to the “Optional features” section of the *Using PAYD* guide for instructions on how to configure your preferences such as:
  - Setting up a Quick PIN for easy sign-in to the PAYD App
  - Enabling tip prompting to display during every credit Sale transaction
- e. Start on the “Sale” screen and proceed with the transaction.

**Congratulations! You are ready to start accepting mobile payments with PAYD.**

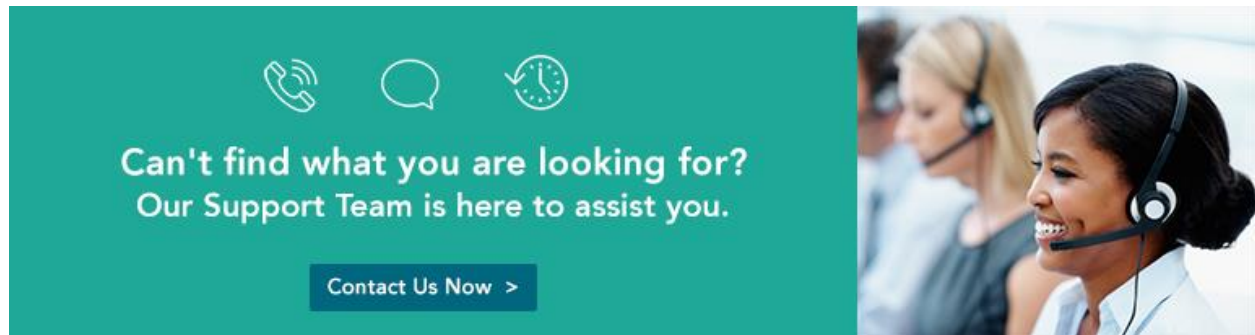
---

## Need Help?

If you need assistance with your payment processing solution, we're here to help, 24/7.

We're only one click away.

- Visit [moneris.com/support-payd](https://moneris.com/support-payd) to:
  - download PAYD guides to assist with accepting payments, viewing reports, and troubleshooting
  - consult the FAQs on how to set up and use PAYD
- Visit [shop.moneris.com](https://shop.moneris.com) to purchase point-of-sale supplies
- Visit [moneris.com/insights](https://moneris.com/insights) for payment news & trends, customer success stories, and quarterly reports & insights

A banner with a teal background on the left and a photo of two smiling customer service representatives on the right. The teal section contains three white icons: a hand holding a phone, a speech bubble, and a clock. Below the icons is the text "Can't find what you are looking for? Our Support Team is here to assist you." and a dark teal button with the text "Contact Us Now >".

Can't find what you are looking for?  
Our Support Team is here to assist you.

Contact Us Now >

\*PAYD, MERCHANT DIRECT, and MONERIS PAYD are registered trade-marks of Moneris Solutions Corporation. All other marks or registered trade-marks are the property of their respective owners.

(01/18)