



BE PAYMENT READY

Moneris[®] Hosted PayPage and Bookmark Integration Guide

A screenshot of the Moneris Merchant Resource Center login page. The page has a dark teal header with the Moneris logo and the text "Merchant Resource Center". Below the header is a "Logon" section with three input fields for "Username:", "Store ID:", and "Password:". There are two buttons: a teal "Submit" button and a teal "Forgot Password?" button. Below the login fields is a "Need Help?" section with several blue links: "Merchant Resource Center User Manual", "Quick Install Guide (e355)", "Quick Install Guide (PP320)", "Quick Install Guide (P400)", "Frequently Asked Questions", and "Merchant Resource Center How-to Videos".

Moneris[®]

Merchant Resource Center

Logon

Username:

Store ID:

Password:

Need Help?

- [Merchant Resource Center User Manual](#)
- [Quick Install Guide \(e355\)](#)
- [Quick Install Guide \(PP320\)](#)
- [Quick Install Guide \(P400\)](#)
- [Frequently Asked Questions](#)
- [Merchant Resource Center How-to Videos](#)



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Need help?

Visit [Moneris Support](#) or call 1-866-319-7450

Bookmark: bookmark.com/help_center

Record your Moneris merchant ID here:

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Bookmark

Moneris Hosted Pay Page and Bookmark

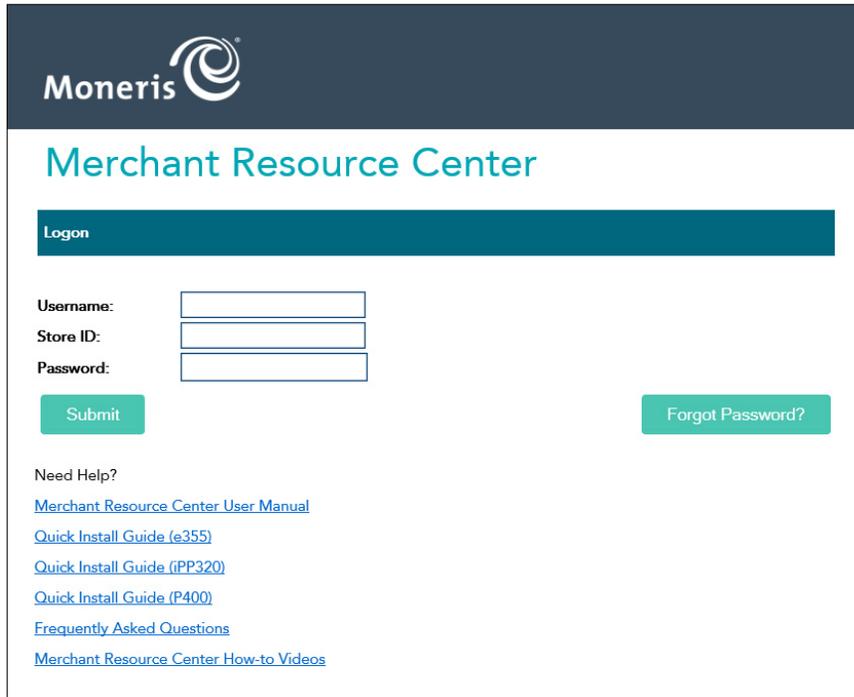
This guide provides a basic set of instructions for how to link the Moneris Hosted Pay Page and Bookmark to begin accepting payments on your Bookmark website. Before you begin, please ensure you have signed up for a **Bookmark Business Account**. Please refer to bookmark.com/pricing for details and to register for the account.

Create a Hosted Paypage Configuration

Perform these configuration steps in the Moneris Merchant Resource Centre (MRC) to prepare for integration into a Bookmark ecommerce site.

1. Log in to the MRC:
 - a. Access the MRC [here](#) (or launch a web browser and go to moneris.com/mrc).

The “Merchant Resource Centre” login page appears.



The screenshot shows the Moneris Merchant Resource Center login page. At the top left is the Moneris logo. Below it, the text "Merchant Resource Center" is displayed in a teal color. A dark teal bar with the word "Logon" in white is positioned above the login fields. The login fields include "Username:", "Store ID:", and "Password:", each followed by a white input box. Below the "Username" field is a teal "Submit" button. To the right of the "Password" field is a teal "Forgot Password?" button. At the bottom left, there is a "Need Help?" section with several blue hyperlinks: "Merchant Resource Center User Manual", "Quick Install Guide (e355)", "Quick Install Guide (iPP320)", "Quick Install Guide (P400)", "Frequently Asked Questions", and "Merchant Resource Center How-to Videos".

- b. Enter your MRC login credentials into the provided fields, then click **Submit**.
2. From the main menu, click the **Admin** menu.
 3. On the Admin menu, click **Hosted Paypage Config**.
 4. At the top of the Hosted Paypage Configuration screen, click the **Generate a New Configuration** button.
A new Hosted Pay Page Configuration screen appears.

Moneris - store1 - QA Merchant ONE - [GO]

Admin ▾ Reports ▾ Terminal ▾ Recurring ▾ Vault ▾ Help Demo User ▾

Hosted Paypage Configuration Favourite ☆

This configuration is currently flagged as temporary and will be deleted in 15 minutes.
To confirm this configuration please click 'Save Changes' below.

ps_store_id: UTJFXtore1
hpp_key: hp5UPKBHVT4Y

[Generate new hpp_key](#)

Basic Configuration

Add a description to easily identify this Hosted Paypage configuration

Description:

Transaction Type

Please specify what type of credit card transaction you would like the Hosted Paypage solution to perform.

Transaction Type: Purchase Preauthorization*

*Please note if your page supports Interac Online or Gift Cards those transactions will be sent as purchases.

Payment Methods

- Add a description of your HPP into the **Description** field in the **Basic Configuration** section.

Important: Do NOT change any of the other default configurations on this page at this time, e.g. *Transaction Type* or *Payment Methods*. Doing so may negatively affect the operability of the Hosted Pay Page.

- Scroll to the bottom of the page and click **Save Changes**.
- Copy the two pieces of information appearing at the top of this screen;
 - **ps_store_id:**
 - **hpp_key:**

These two values will be used later to link your Moneris HPP to the Bookmark ecommerce page.

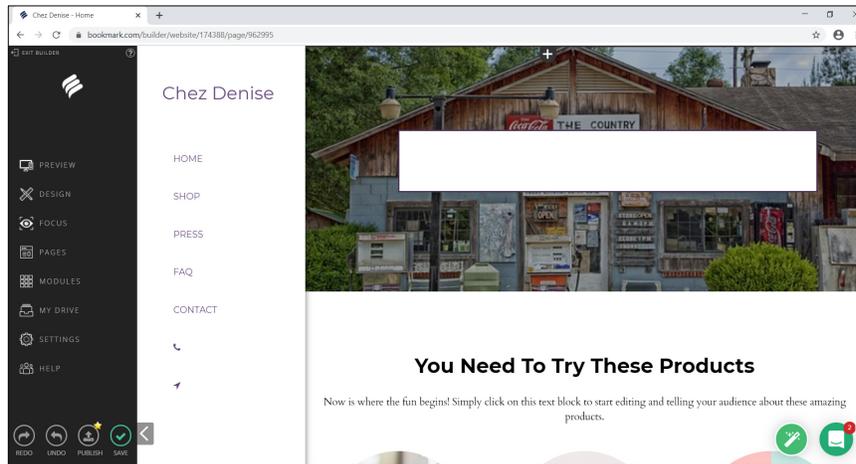
- Keep this tab open while you perform other configuration activities.

Important: If the page is closed, the *ps_store_id* and *hpp_key* values are deleted, therefore it is important to copy those values and keep the tab open until they have been used in the subsequent steps.

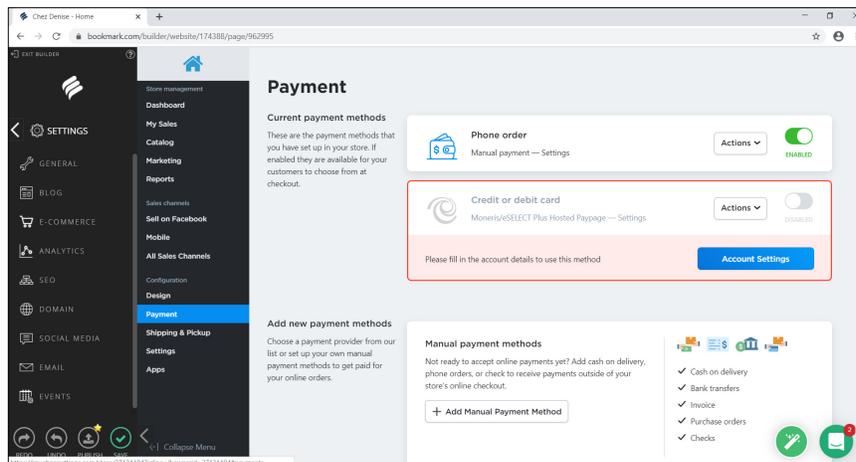
Set up payments in Bookmark

1. Open a separate tab in your web browser and login to your Bookmark account.
2. From the Bookmark homepage, click **YOUR WEBSITE**.
3. On the Your Websites page, click the **Edit** button.

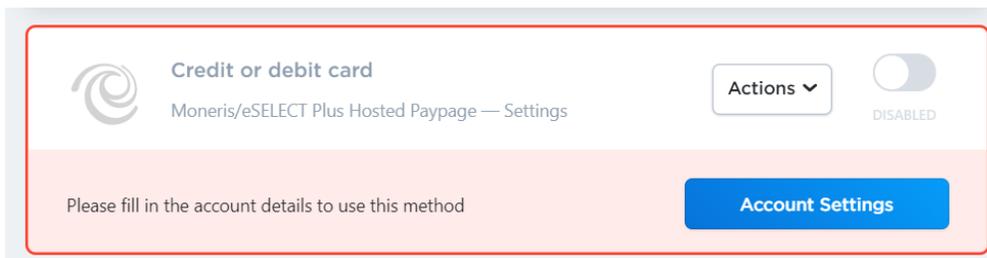
The site builder interface appears.



4. From the menu bar on the left, click **SETTINGS**.
5. On the **SETTINGS** menu, click **E-COMMERCE**.
6. Once the ecommerce control panel loads, click **Payment**.



7. In the list of payment integrators, locate the “Moneris/eSELECT Plus Hosted Paypage” section.



8. Click the **Account Settings** button.
9. In the Moneris Hosted Paypage Account Details screen, fill in the account details as follows:
 - **Hosted Paypage ID** = ps_store_id
 - **Hosted Paypage Token** = hpp_key
10. Place a checkmark into the **Enable test mode** checkbox. This will enable you to test the configuration and payments before publishing to your customers.

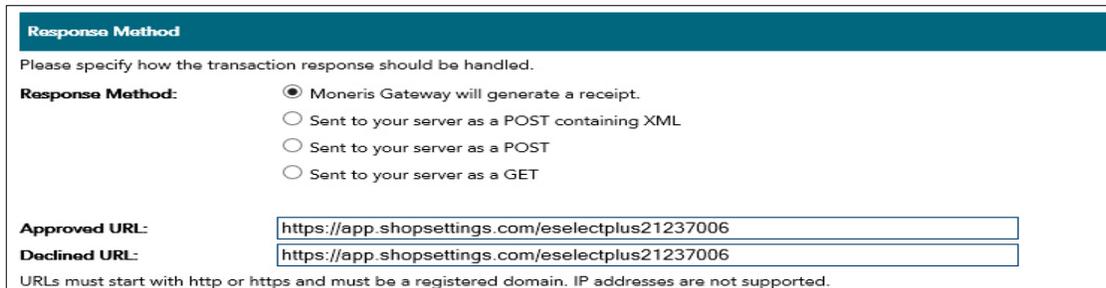
Important: Once you have been able to successfully conduct test transactions you will need to return to this screen and uncheck this box.

11. Click **Save** at the bottom of the screen.
12. Keep this page open because you will be required to enter the response URLs into the MRC.

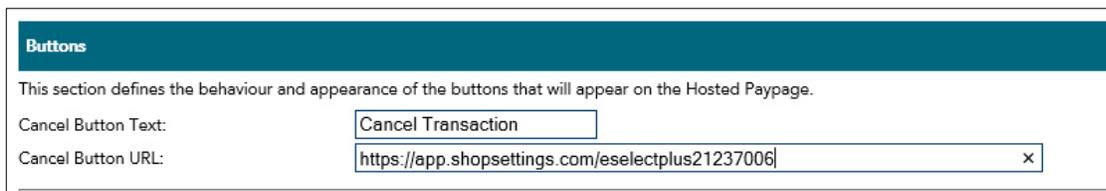
Input response URLs into the MRC

The response URLs are links to direct the online customer to the next step based on the transaction response from the Moneris host (e.g. the transaction was approved, declined, or cancelled).

1. Open the tab containing the Hosted Paypage Configuration screen.
2. Scroll down to the **Response Method** section, and enter the **Approved** and **Declined URLs** (that are provided on the Moneris Hosted Paypage Account Details screen in Bookmark) into their appropriate fields.

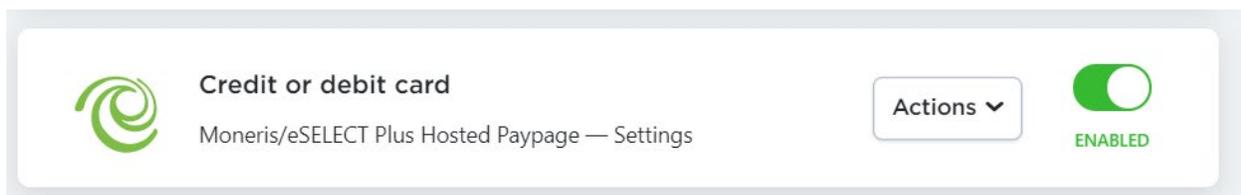


3. Click the **Save Changes** button.
4. Scroll down to the **Paypage Appearance** section and click the **Configure Appearance** button.
5. Scroll down to the **Buttons** section.
6. Click inside the **Cancel Button URL** field and enter the Cancel Button URL that was provided on the Moneris Hosted Paypage Account Details screen in Bookmark.



7. Click the **Save Appearance Settings** button at the bottom of the page.

Congratulations! You have now completed the payment setup. The box in Bookmark will now say ENABLED.





Merchant support

At Moneris, help is always here for you 24/7.

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

We're only one click away.

- Visit [Moneris Support](#) to:
 - download additional copies of this guide and other resources
- Visit moneris.com/insights for business and payment news, trends, customer success stories, and quarterly reports & insights
- For assistance with your Bookmark website, refer to the support resources at bookmark.com/help_center

Can't find what you are looking for?

Call Moneris Customer Care (available 24/7) toll-free at [1-866-319-7450](tel:1-866-319-7450). We'll be happy to help.

You can also send us a secure message 24/7 by logging in to Merchant Direct® at moneris.com/mymerchantdirect.



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