AUTO-REMOTE DOWNLOAD CHECKLIST

Congratulations! You have been scheduled for an automated remote download to upgrade your Moneris® terminal.

Please follow the steps outlined in this checklist to ensure your automated remote download is successful.

Before your download:

Yes / No	Action
	Before your scheduled download date and time, perform a minimum of 1 transaction.
	If you have a firewall, ensure the firewall configuration allows **URL VCP.MONERIS.COM** and port **543** to pass through.
	On the evening of your scheduled download, ensure that: • your router/modem is powered on. • your terminal(s) are connected to a power source and powered on (i.e. plugged in or placed on a charging or communication base that is plugged in). • you have placed a new roll of paper in each terminal.

After your download:

Yes / No	Action
	Ensure the following report is printed on your terminal (with the date of your scheduled download). ``` YYYY/MM/DD 11:44:00 Application Updated SoftPay Version: XXXXXXXXX ``` If this status report does not appear, or '**UPDATE CANCELLED**' is printed instead, please contact us at **1-866-319-7450**.

Note: If you answer 'NO' to any of the above steps, your remote download may be unsuccessful.

Friendly Reminders:

• The automated remote download will not impact any configuration on your terminal. Your terminal will remain as you have it configured today.

• You may notice new features and functionality once your terminal is upgraded.

• After your upgrade, your terminal will go back to the applications menu. Select **DEBIT & CREDIT** to display the transactions menu.

Need help? Call Moneris Customer Care toll-free at **1-866-319-7450** (24/7) or send us a secure message 24/7 by logging in to Merchant Direct® at **moneris.com/mymerchantdirect**.

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BE PAYMENT READY