

Burlington Bank Card

Submitting Level II Data for Commercial / B2B Credit Card Processing

Commercial, Corporate, Business, Purchasing, and Government credit card transactions submitted with Level II Card Data can obtain lower Interchange Rates, and thus provide the merchant with a lower processing cost, than the exact same transactions submitted without it.

Therefore, it is always in the merchant's best interest to submit Level II Card Data whenever possible.

- After swiping or keying in a card eligible for Level II rates, the terminal will prompt for a "Customer Code" or "PO Number / # "
- Ask the cardholder if they know the Customer Code / PO Number. The number is always 4 digits.
- If the Customer Code / PO Number is unavailable, enter the last 4 digits of the card number.
- The next prompt will be for "Tax Amount".
- If charging Sales Tax, enter the amount. If not charging Sales Tax, enter 0. This field is for reporting only, and will not add anything to the total charge.
- Complete the transaction