

CHECKLIST:

**Reduce Your
Credit Card
Processing
Fees 3-5%**



- Use An Up-to-Date Credit Card Swipe/ Chip Terminal**
“Card present” transactions result in lower fees. When possible, make sure your in-person payments are swiped/inserted, rather than hand-keyed.
- Purchase Your Terminal - DON'T Lease**
Leasing will cost you more over time.
- Send Settlements on Time**
Delays can incur higher fees. Make sure your settlement process is designed to be timely!
- Avoid Voice Authorizations**
Here again, “card present” transactions result in lower fees. Taking payments by phone may prevent you from achieving the lowest rates.
- Avoid Authorization/Settlement Mismatches**
Restaurants and some other business models that accept gratuities and tips are somewhat exempt from this. Everyone else should ensure that the customer-authorized charge amount matches to the settlement amount exactly.

- Maintain PCI Compliance**
PCI Compliance standards help ensure that merchants are protecting their clients’ credit card data against theft and fraud. Compliant merchants can achieve lower processing fees.
- Avoid AmEx Statement Fees**
American Express often charges a fee for paper statements. Eliminate this fee by opting for electronic statements.
- Monitor Your Gateway Fees**
Often, gateway fees are negotiable and can be corrected through competitive shopping.
- Include a Surcharge - Very Risky**
Credit Card surcharges can help recover merchant account fees -- but be aware, some local laws prohibit surcharges. **Familiarize yourself with the laws in your city and state before proceeding.**

These tactics can help you achieve 3-5% savings.

FOR DEEPER SAVINGS of 25-35%, Verisave offers full, turn-key Merchant Account Auditing Services. Visit [verisave.com](https://www.verisave.com) for a free SAVINGS ANALYSIS.