

Work Order Form

Managed Convenience/Service Fee Payment Processing Solutions OGS Contract #PS68916 (Worldpay, LLC)

Work Order NYS

Payment Program:

Authorized Username:

First Name Last Name

Authorized User Contact:

Email Phone

Authorized User Address:

Date of Request

MM DD YYYY

Authorized User:

State Agency/Dept

or *Full Agency Name Full Department Name*

Local Municipality

Full Municipality Name Full Department Name

Payment Vendor Contacts:

Andrew Finck Director, Enterprise & Emerging Markets Worldpay 8500 Governors Hill Drive, Symmes Township, OH Phone: 914-450-4545 E-mail: Andrew.Finck@worldpay.com	Scott Kimsey Group Manager, Enterprise & Emerging Markets Worldpay 8500 Governors Hill Drive, Symmes Township, OH Phone: 706-341-6824 E-mail: Scott.Kimsey@worldpay.com	Todd Christensen Director of Channel Management Value Payment Systems 155 Franklin Road, Suite 330, Franklin, TN 37027 Phone: 770-904-1591 E-mail: tchristensen@valuepaymentsystems.com
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Project Overview:

Enter a description of the payment services project

Project Due Date:

MM DD YYYY

Payment Channels Needed:

Web (mobile-opt) In-Office POS Call Center IVR (Touch)

Payment Channel Requirements: (please add specific gateways and or POS devices if relevant)

Enter a description of the payment channel requirements (i.e. number of POS terminals & locations, etc.)

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Pricing Methodology:

- Convenience Fee Agency Funded

Payment Methods Needed:

- Credit/Debit PIN Debit (POS) ACH/E-Check Amex Move
 PayPal/Venmo Digital Wallets PIN-less Debit PayPal Credit



Integration Needed:

- Checkout API Stored File Validation (API) Standalone

Integration Requirements:

Enter a description of any integration requirements (i.e. software, systems, etc.)

Reporting/Files Needed:

- Formatted Excel Custom File Online Portal Other

Reporting Requirements:

(Worldpay portal will be available after the merchant ID is created).

Enter a description of any reporting/file requirements (i.e. custom formats)

Special Requirements:

Enter a description of any special requirements