## MERCHANT SERVICES PROCEDURE: REQUEST FULL CREDIT CARD NUMBER

Due to PCI compliance, we no longer can provide this information. Follow the steps below:

## **BEFORE YOU CALL MAKE SURE YOU HAVE AVAILABLE:**

- Merchant ID
- Copy of receipt
- Amount of last batch deposit

## Call First Data Customer Service: 866-597-5721

- Enter MID and hit #
- Enter 10-digit business telephone number on the account
- Follow the prompts to Confirm business name
- Select option 3 for general customer service
- Press 2
- Press 5 for all other inquiries
- Tell the customer service rep that you need full credit card number and expiration date