

ACH Pooling enables automatic Gift Card fund transfers between separate businesses that participate in a multi-merchant Gift Card program.

This document serves as a guideline for multiple locations and/or franchise locations that wish to sign up for our ACH pooling program which allows for funds to be moved automatically between locations based on their issuance location, added dollar value, and redemption amount.

- ACH pooling functionality is crucial for such organizations as it enables their gift card program to have funds moved appropriately between locations. It saves the merchants the accounting issue of having to manually transfer the funds between each individual location each time a gift card transaction takes place. Gift Card Processor automatically handles this process for all the locations.
- The ACH process takes place between locations and the corporate account every night and allows the corporate account to serve as the central payment account. Funds are sent to the corporate location and then sent to the locations for tracking purposes.
- Items required for setup are a Gift Card Contract for each location, voided check for each participating location, ACH Pooling agreement for each location, and a voided check for the Central ACH Pooling bank account.

**“Automated
ACH Pooling
is designed
to save you
money, time
& resources.”**

Schedule of charges/fees

- \$5.00 ACH Pooling Monthly Service Fee (per location)
- \$0.25 ACH Pooling Batch Fee (per day & per location*)
*Fee applies separately for issuance & redemption transaction types taking place during a day
- \$25.00 NSF Fee (in the event that debits are rejected)

Merchant bank notification & verification

- Advance notice to the merchant's bank is recommended to avoid “Unauthorized ACH Transaction” returns. Merchant should advise their bank that Gift Card Processor will be electronically debiting and crediting merchant's account using the following company codes: 9000001000 and 9000+6 digit terminal number.
- The fees listed above do not include any charges that the merchant's corporate bank may charge to accept ACH batch transactions. It is the merchant's responsibility to verify this information directly with their bank.

ACH Corporate pooling transaction flow

