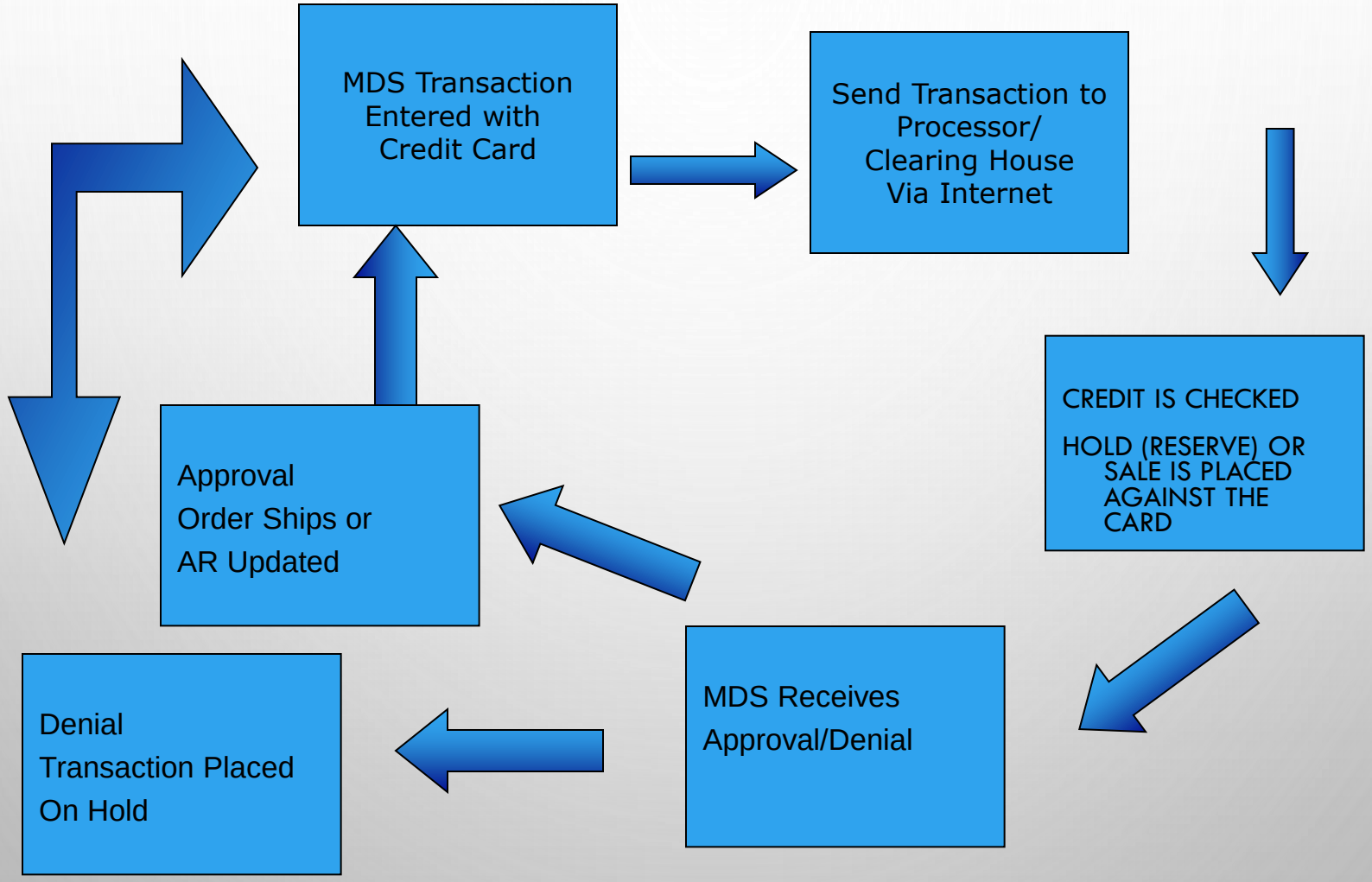
CREDIT CARD PROCESSING OVERVIEW

The Systems House, Inc.
Software Solutions for Distributors

CREDIT CARD SETUP OVERVIEW

- DECIDE ON PROCESSOR/CLEARING HOUSE SOFTWARE
  - 0=AUTH.NET,
  - 1=EPROCESSINGNETWORK ,
  - 2=ICVERIFY ,
  - 3=PAYMENTECH/ORBITAL,
  - 4=3DSI NETWORK,
  - 5=SYNAPSE/MARATHON
  - 6=CARDCONNECT REST API
  - 7=CBS EBIZCHARGE (CENTURY)
  - 8=BASYS PRO
  - 9=PAYTRACE API
  - 10=CARDKNOX HTTPS API
- SETUP WITH YOUR BANK

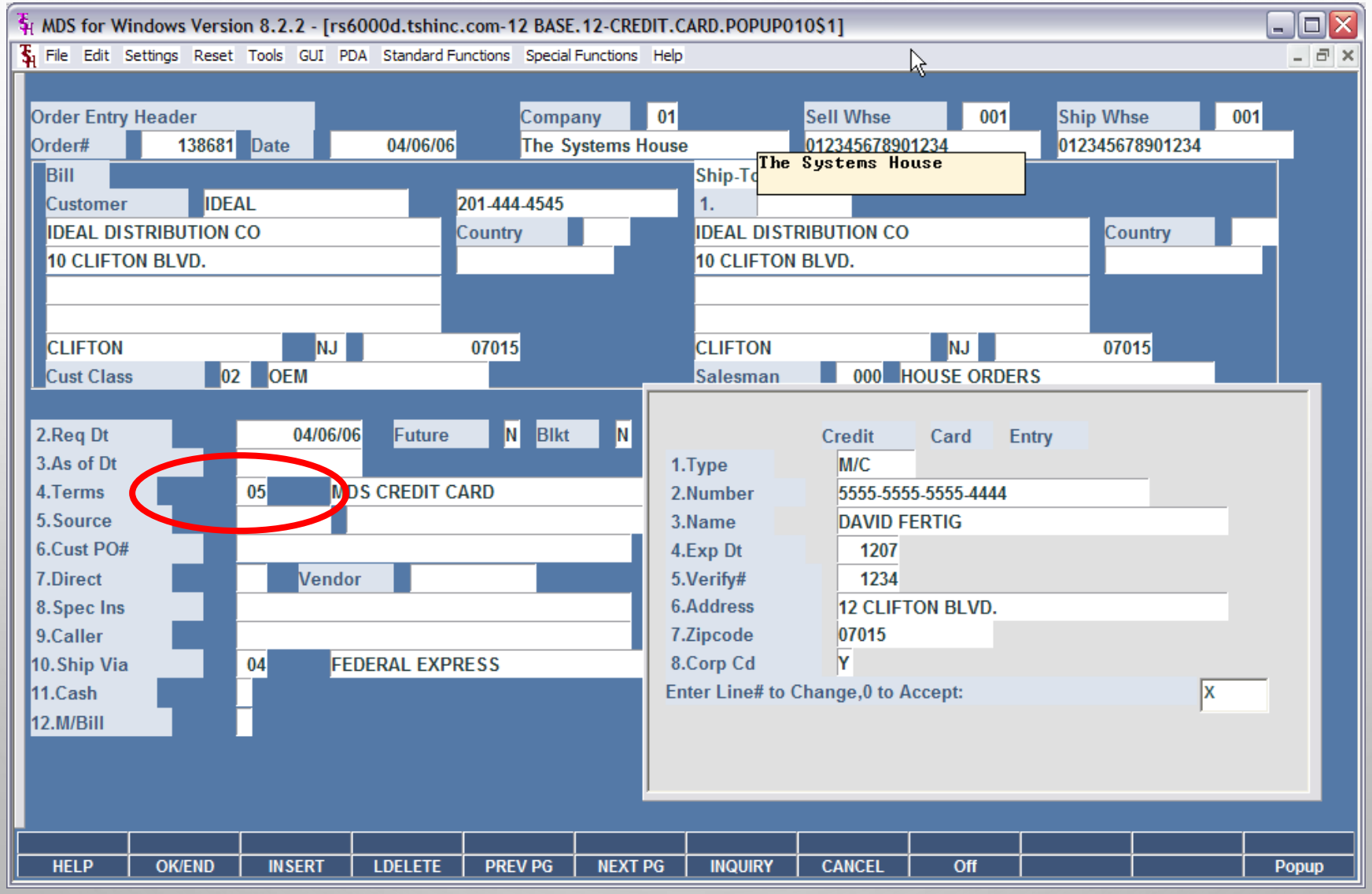
HOW IT WORKS


MDS Transaction Entered with Credit Card
Send Transaction to Processor/ Clearing House Via Internet
CREDIT IS CHECKED
HOLD (RESERVE) OR SALE IS PLACED AGAINST THE CARD
MDS Receives Approval/Denial
Denial Transaction Placed On Hold
Approval Order Ships or AR Updated

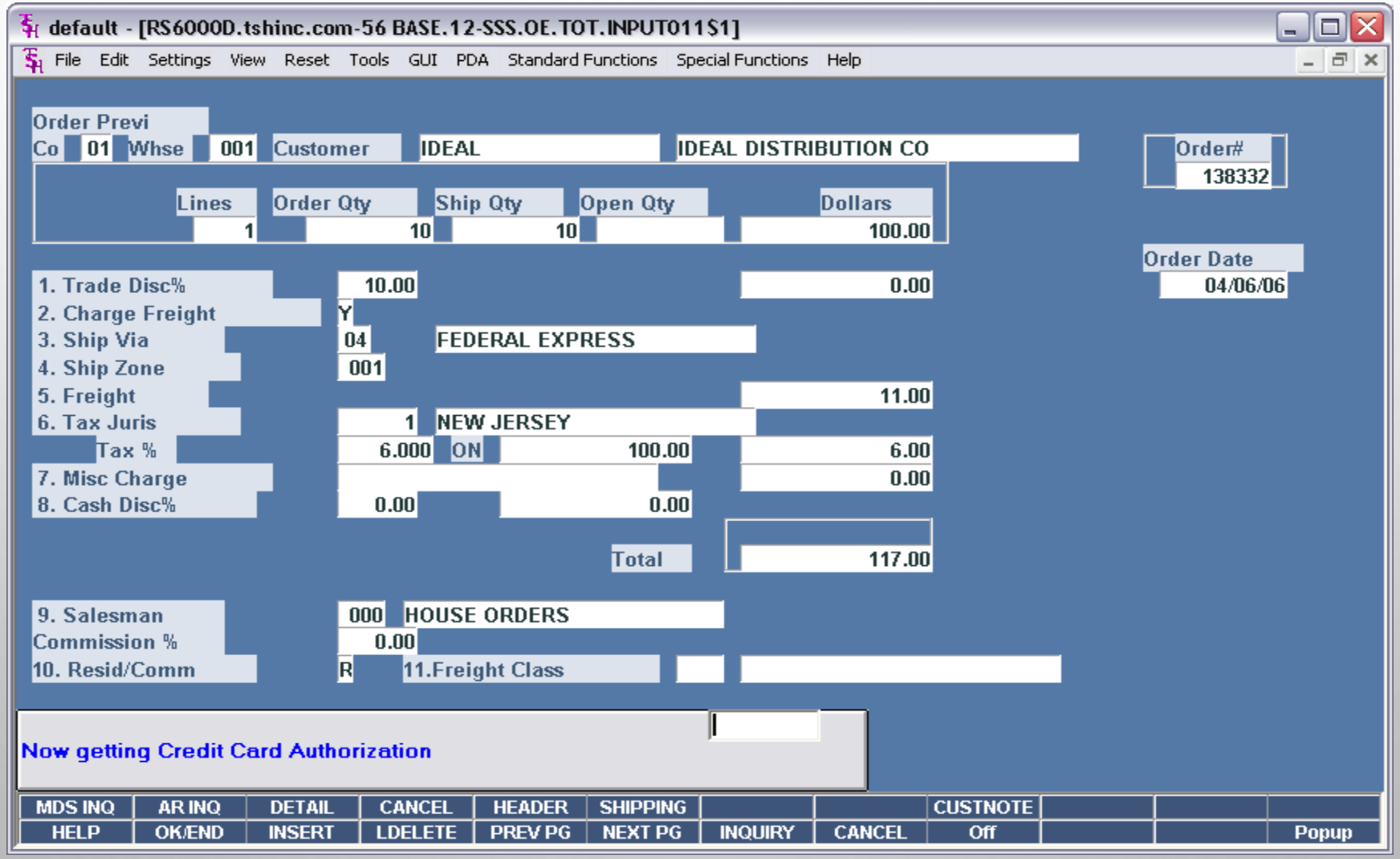
ORDER/QUOTE PROCESS FLOW

- IN QUOTES – CC CASH IS APPLIED AS A DEPOSIT
- IN ORDER ENTRY THE SHIP AMOUNT PLUS A FREIGHT ALLOWANCE IS AUTHORIZED AT ENTRY TIME
- DURING VERIFICATION EACH SHIPMENT IS CHECKED AGAINST THE AUTH AMOUNT
  - IF THE AMOUNT IS THE SAME THE AUTH IS SENT FOR APPROVAL
  - IF THE AUTH AMOUNT IS DIFFERENT THE AUTH WILL BE CANCELED AND A NEW SALE FOR THE RELEASE AMOUNT WILL BE SENT
- DROP SHIP ORDERS WILL PROMPT IF YOU WANT TO BILL UPFRONT, IF YES IT WILL SEND A SALE FOR THE FULL AMOUNT
  - AT INVOICE UPDATE TIME (ONLINE OR AT EOD) THE MDS SYSTEM WILL CREATE AN ON ACCOUNT RECORD AND AN INVOICE RECORD. THE TWO TRANSACTIONS WILL BE APPLIED TO CREATE A ZERO BALANCE
- PAYMENTS OR CREDITS CAN BE DONE USING THE PAYMENT ENTRY SCREEN

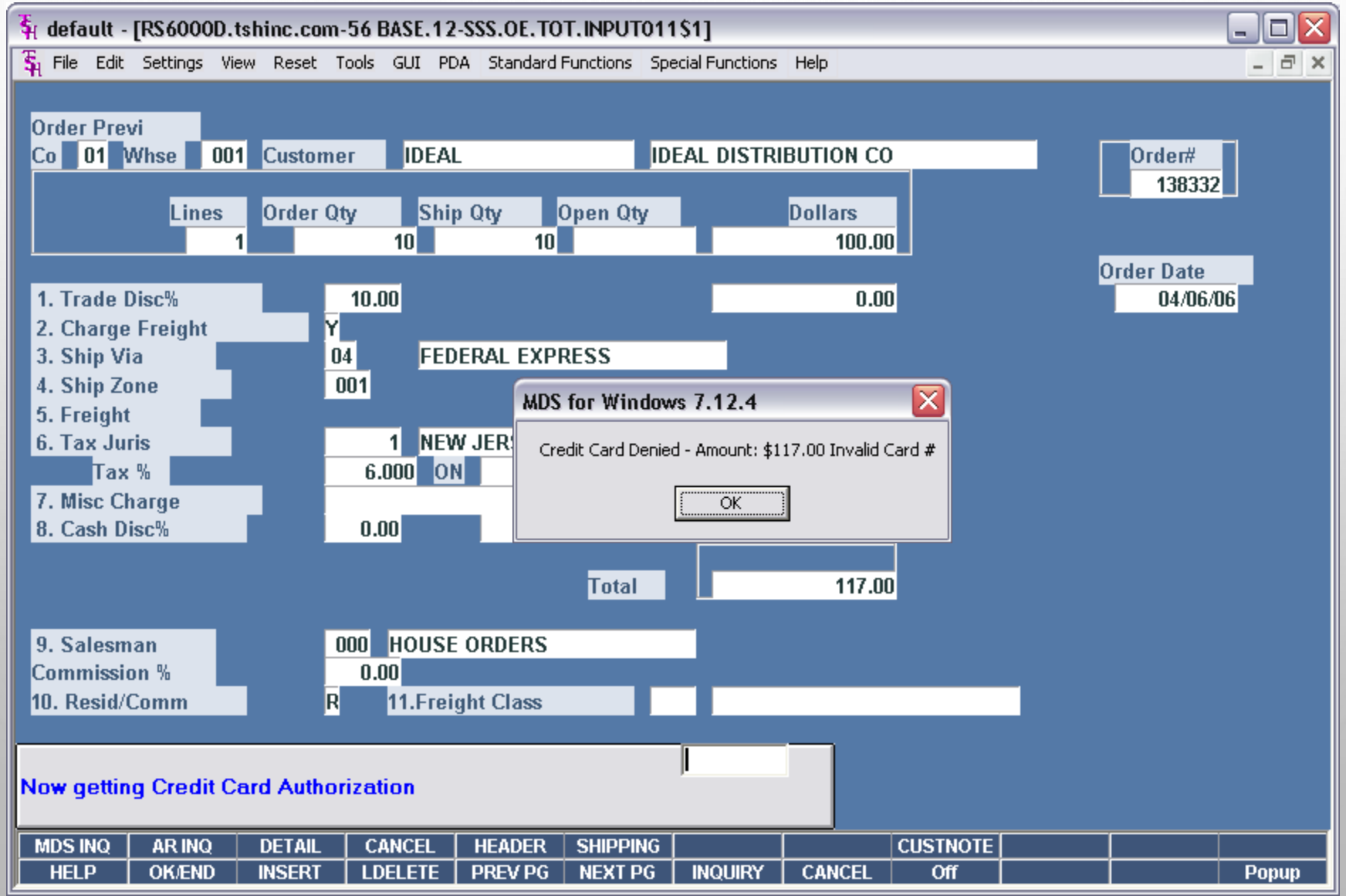
MDS ORDER ENTRY



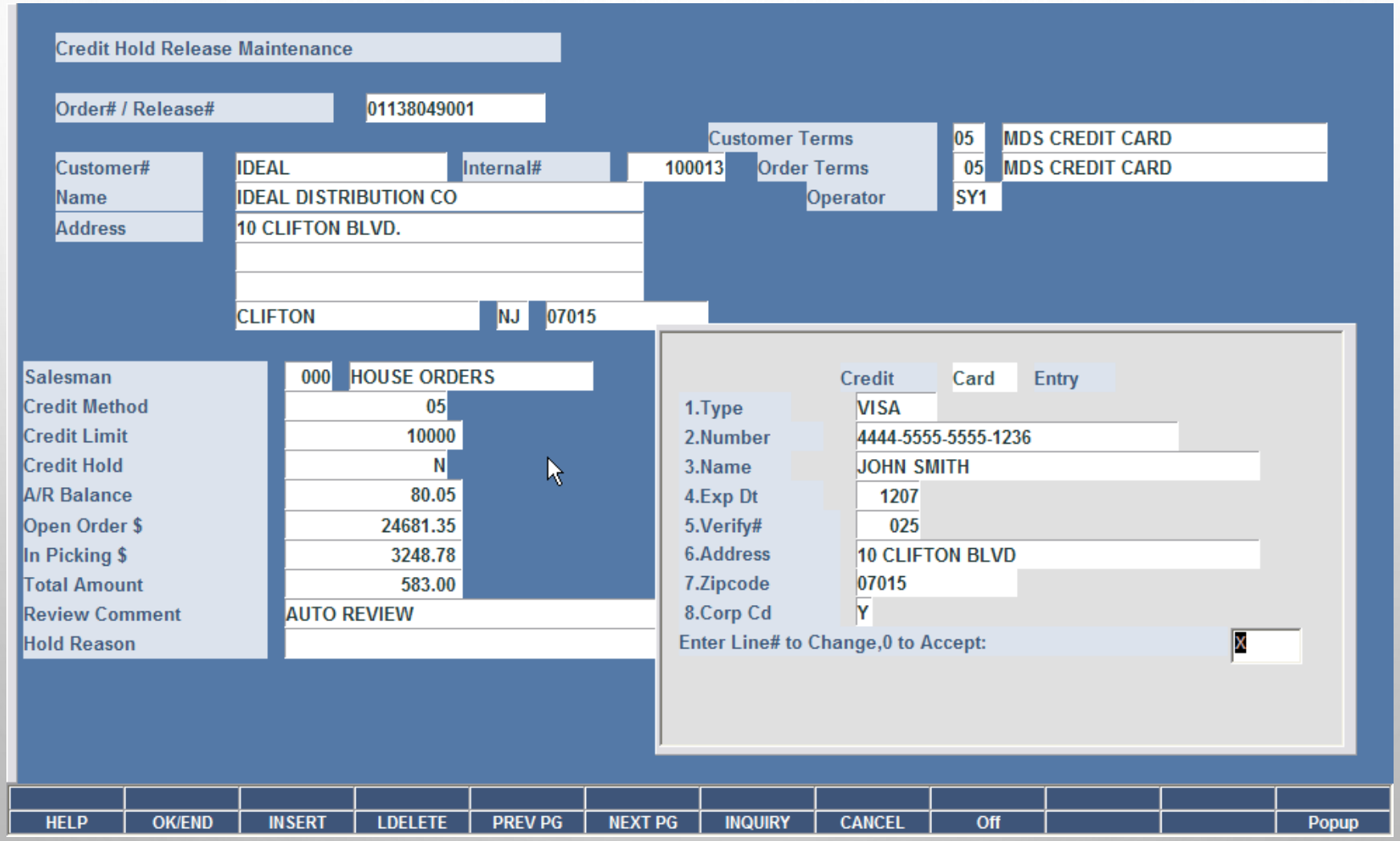
GETTING CC AUTHORIZATION



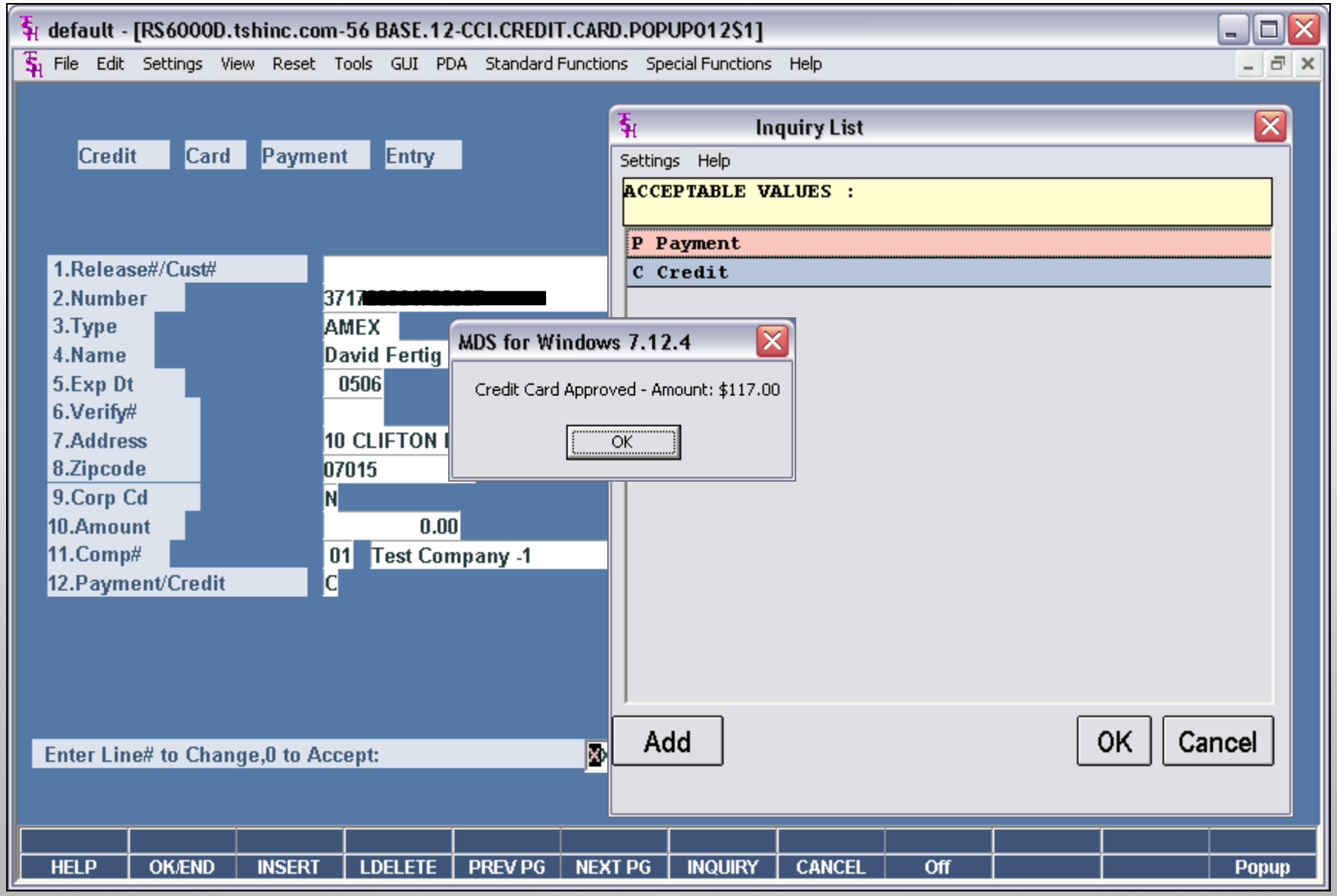
CC APPROVAL/DENIAL MESSAGE



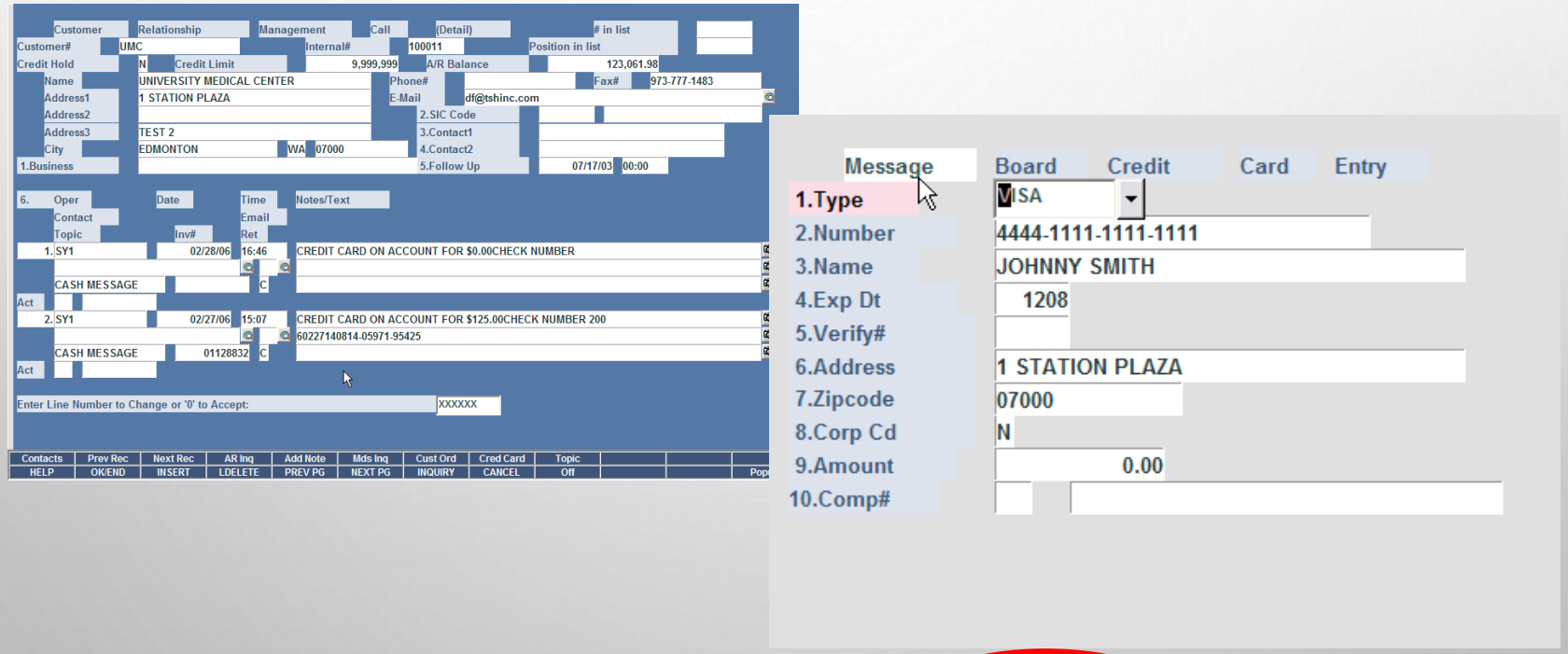
CREDIT RELEASE MAINTENANCE



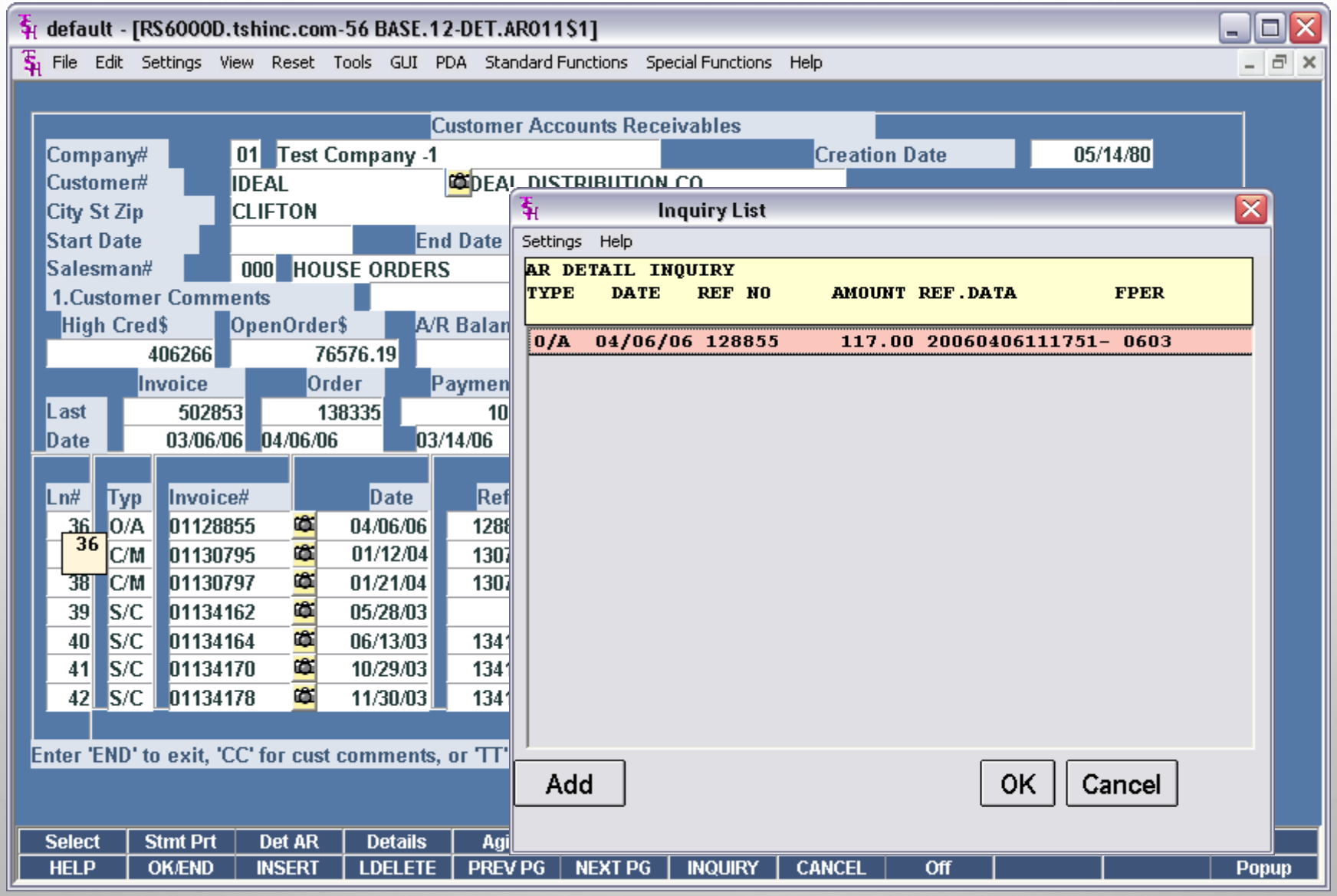
PAYMENT/CREDIT USING A CREDIT CARD



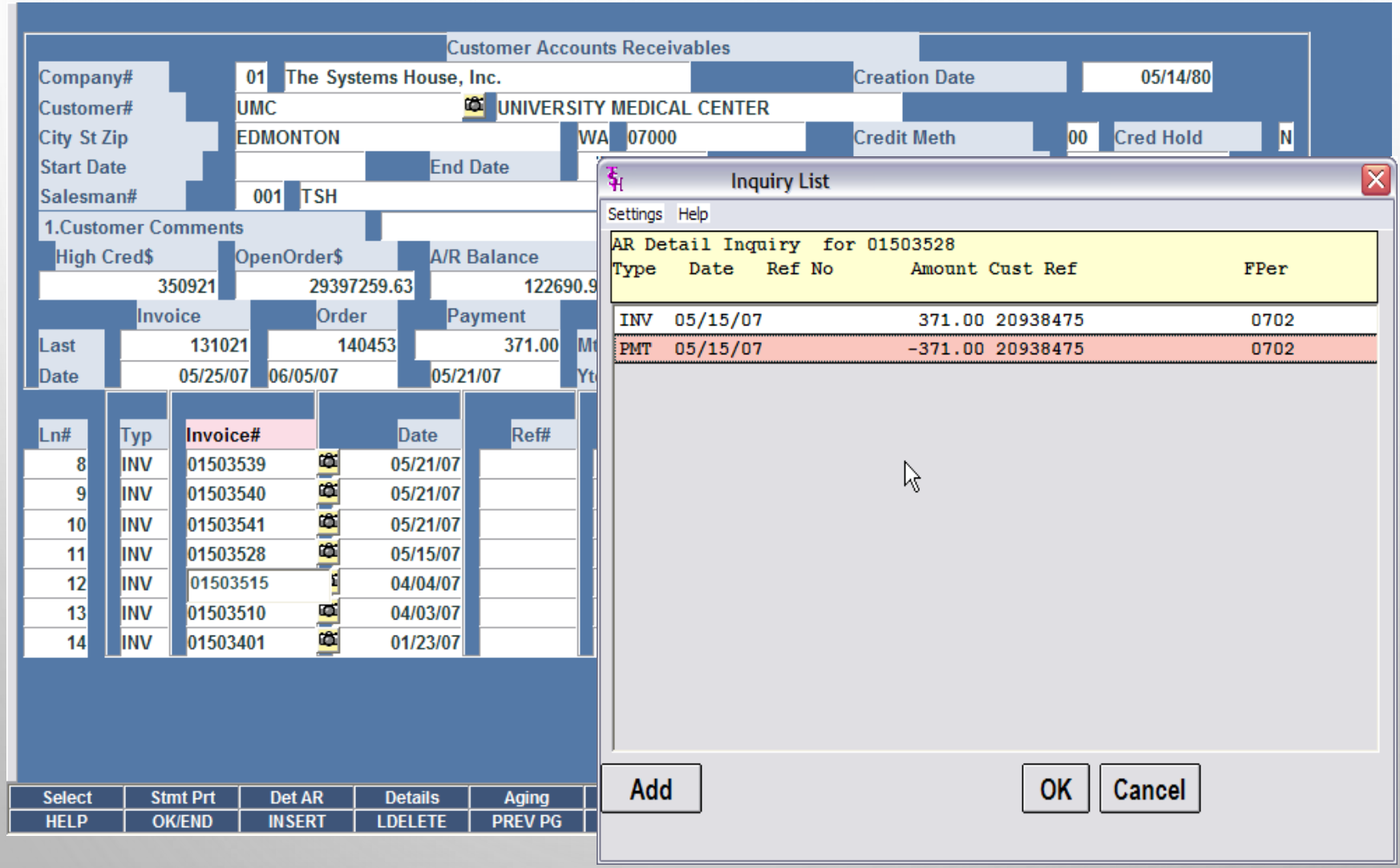
CUSTOMER RELATIONSHIP MANAGEMENT



A/R INQUIRY – ON ACCOUNT



A/R INQUIRY – INVOICE



ACCOUNTING PROCEDURES SUMMARY

- INVOICES WILL SHOW AS PAID
- O/A WILL SHOW AS OPEN UNTIL THEY ARE APPLIED
- ANY ITEMS PAID OFF FROM THE CRM SYSTEM WILL DISPLAY A NOTE TO THE CASH OPERATOR ON HOW TO APPLY
- YOU CAN PRINT A RECEIPT FOR YOUR RECORDS
- YOU CAN RUN REPORTS TO MATCH TO DAILY CASH
- DAILY CASH BATCH WITH CC IN THE BEGINNING (CC-VISA, CC-AMEX, ETC) WILL ALLOW YOU TO TIE OUT TO DAILY/MONTHLY TOTALS FROM YOUR MERCHANT BANK REPORT THE SAME WAY