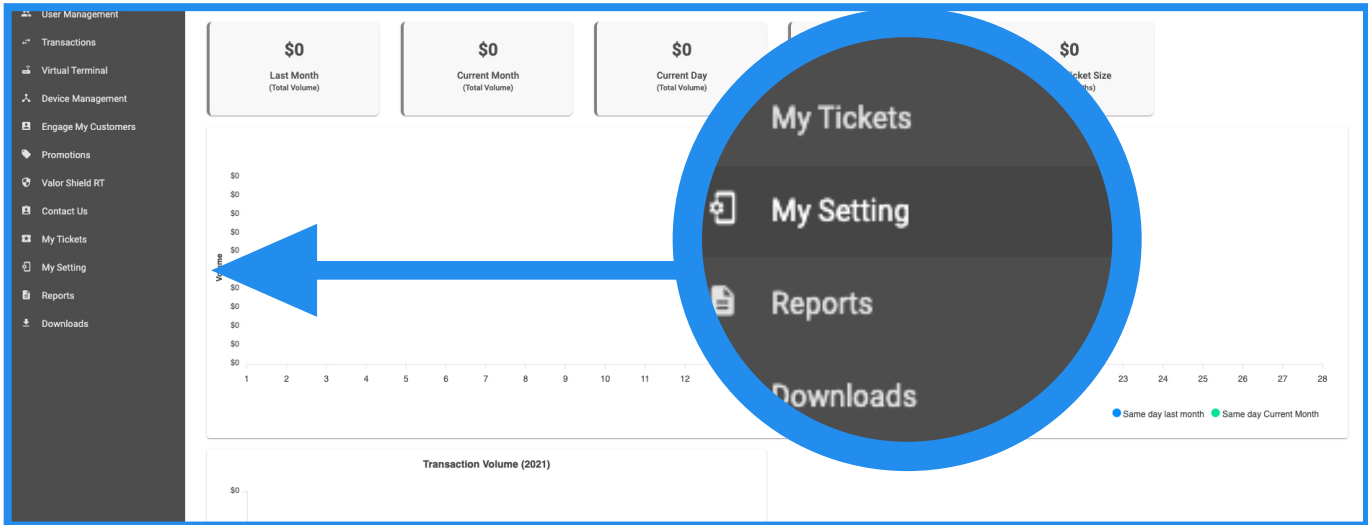


Changing the Batch Delivery



Step 1



Select **My Setting** in the sidebar menu.

Step 2

Merchant Settings

i Merchant copy via email *
SEND

i Settlement Report Delivery option *
Both

Save

Here you will see your **Merchant Settings**. There are two options:

- **Merchant copy via email:** Receipts for all transactions can be emailed to the email address entered in the Merchant build - there are two options, SEND and DON'T SEND.

- **Settlement Report Delivery Option:** Gives options to have the settlement reports emailed to the email address used for the merchant build, printed on the devices, or both.

Once necessary changes are made, select **Save**.

*** Please note that a download is NOT required on the device.**

