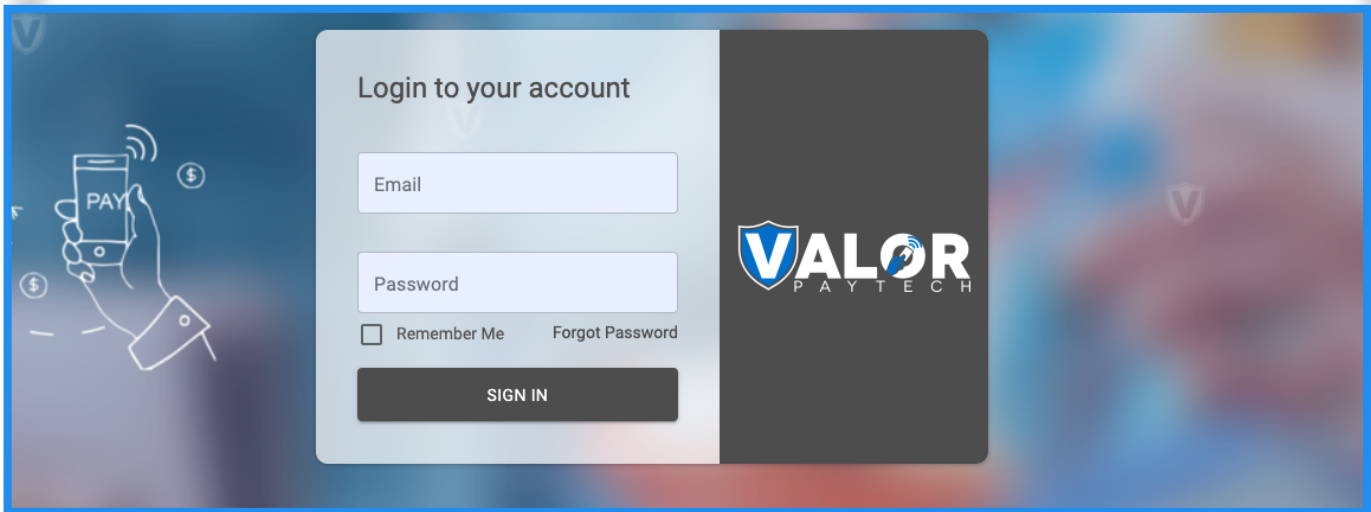


Add Additional Devices to Existing Merchants



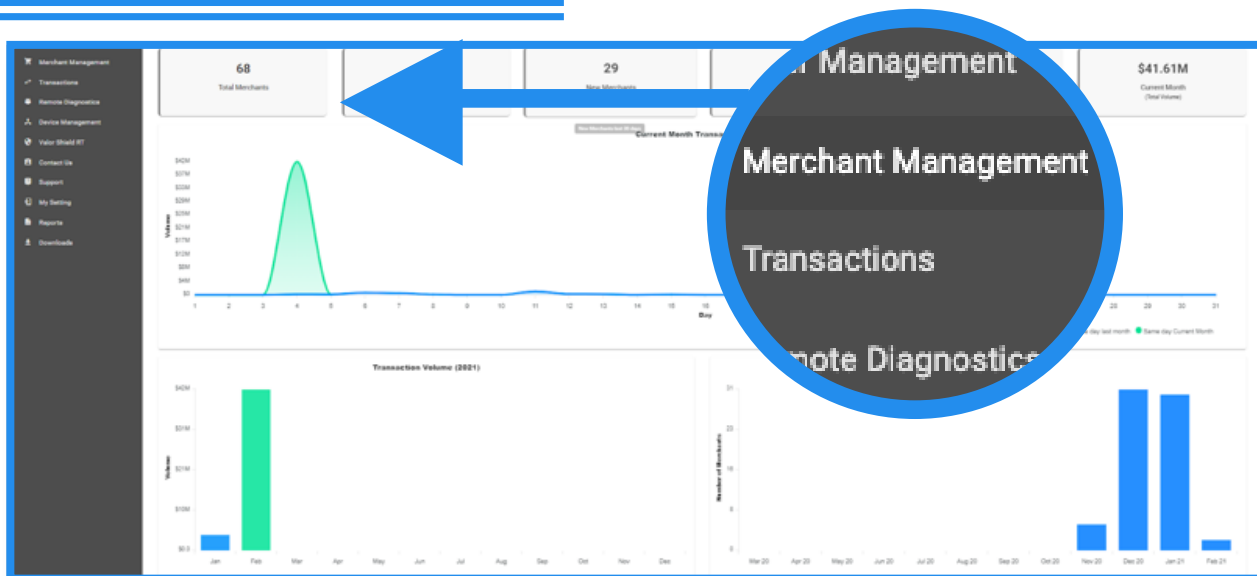
*** NOTE: This guide can be used for a the VL100, VL110 and Virtual devices**

Step 1



Go to www.online.valorpaytech.com and enter your login credentials.

Step 2



Once logged in, select **Merchant Management** from the sidebar menu.

Step 3

69 Total Merchants | 30 New Merchants (last 30 days) | 97% Active Merchants (last 30 days) | \$4,013,559 Last Month (Total Volume) | \$41,605,050 Current Month (Total Volume)

Search: randalls | Sort by | Add | Action

Merchant Name	Owned By	Contact	Phone	Volume	Device Count	Last Ten Date	Actions
Randalls Test Store	Randalls Test Sub-ISO	Randall Singh	(718) 581-9674	\$42,420,402.48	3	02-05-2021	ACTIVE, Edit, Transactions, Valor Shield RT, Edit social media, Settings, De-Activate, View Operators, View audit log, Delete
Randalls Test Store	Valor Support	Randall Singh	(718) 581-9674	\$0.00	1		

Search the name of the merchant you want to add devices to. Once the merchant comes up, click on the ellipsis (:) on the top right, then click on **Edit**.

Step 4

Device

Device Name: Device1

Store: Randalls Test Store

Device Type: Handheld POS

Device: ValorPos 110

Store No: 1076

Industry: Food/Restaurant

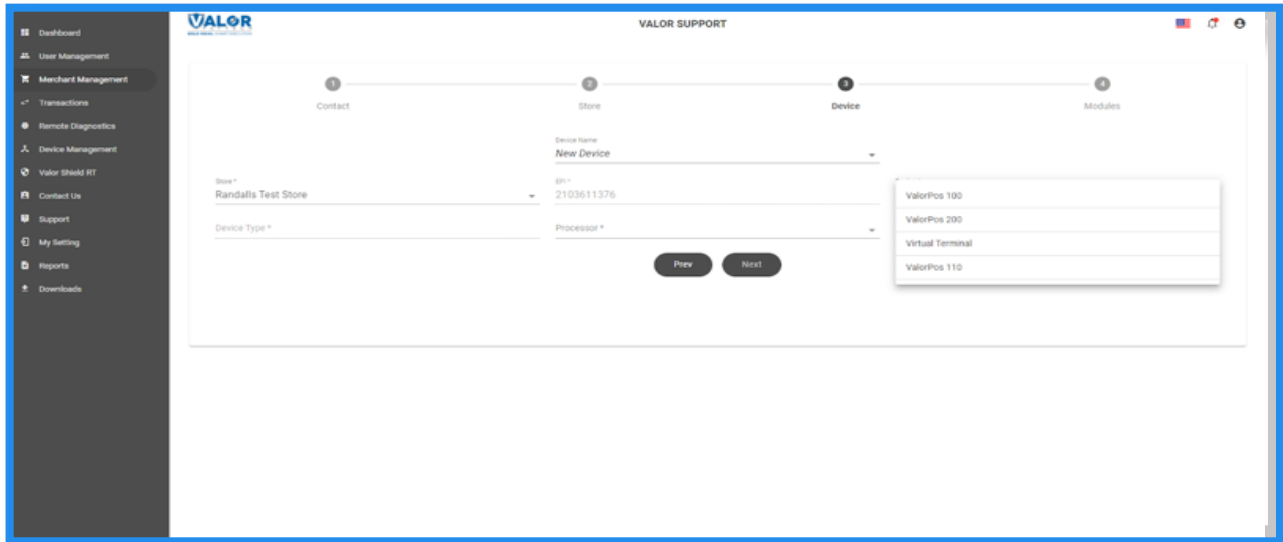
Agent Bank Number: 000000

Update Device

Click on the Device icon on the top of the screen, then click on the drop down under **Device Name** and select **New Device**.

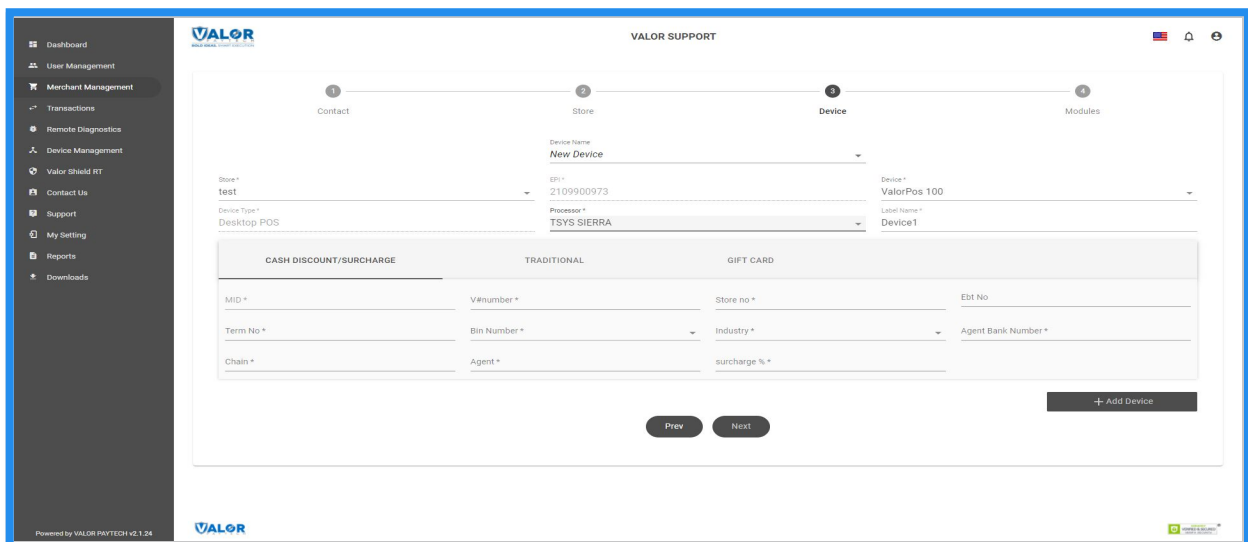
*** NOTE: This guide can be used for a the VL100, VL110 and Virtual devices**

Step 5



Click on the Device drop down and select the device type ValorPos 100, ValorPos 110, ValorPos 500 and Virtual device. Select the Processor drop down to assign the processor.

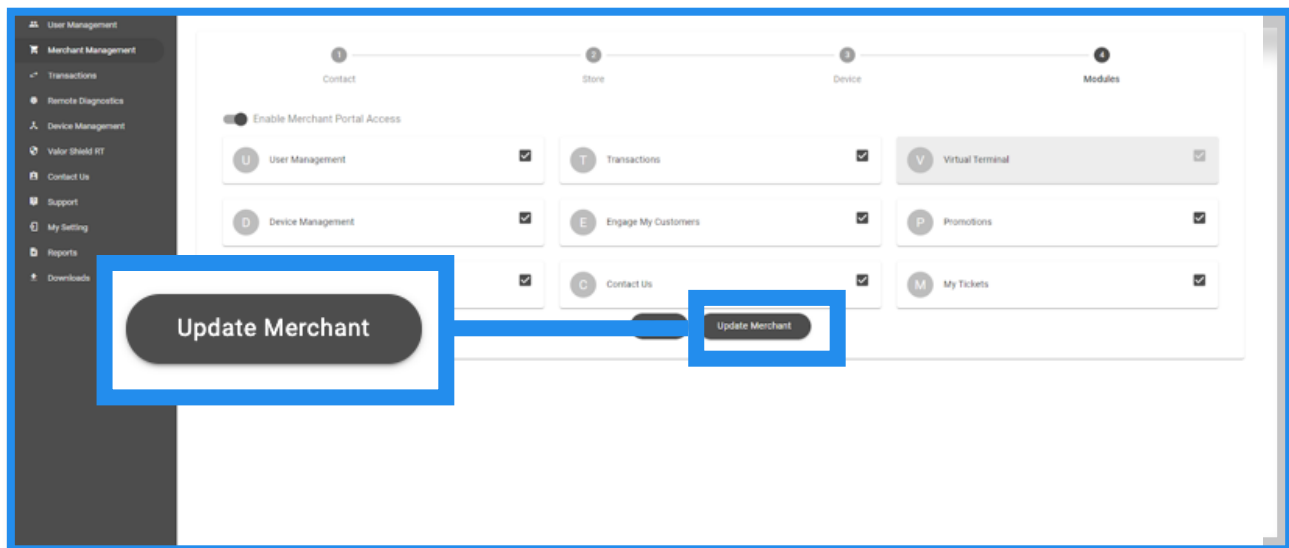
Step 6



Depending on which Processor is selected, different fields are shown and required. Enter the information from the VAR sheet, then click on Add Device on the bottom right of the screen.

*** NOTE: This guide can be used for a the VL100, VL110 and Virtual devices**

Step 7



The Modules have already been set and would not be required to change when devices are added, you can click on Update Merchant to complete the process.

*** NOTE: This guide can be used for a the VL100, VL110 and Virtual devices**