### **Enable Tax for Transactions**



# Step 1

Login to your account	
Email	
Password	
Remember Me Forgot Password	

Go to <u>www.online.valorpaytech.com</u> and enter your login credentials.

### Step 2



Select **Device Management** in the sidebar menu.

Step 3			
] Q			Action -
Danissa Test S	EPI: 2106021009 VER: 1.0.0	Processor : TSYS SIERRA	<b>L</b> (718) 581-9674 :
V# / TID:75009549,75021670	Status:Active		tual Terr 🖌 EditParameter

Search for the device you want to enable tax on, select the **ellipsis (:)** on the top right of the device snapshot, then click on **Edit Parameters**.

# Step 4

TIP, TAX & FEE		
TIP PAY @ TABLE	YES NO TAX   YES NO 0.600	YES NO
15 % 20 % 32 MAX TIP 350 %	% <sup>4</sup> <u>25</u> %	

Under **Tip, Tax and Fee**, you will see an option to enable the **Tax**. Once enabled, there will be a field where you can enter the **Tax Rate**. Once enabled and modified, scroll down and click **Save**. Please note that the max tax percentage is 15%.

After making any parameter changes, you must perform a download on the device by pressing  $\bigstar$  > 6 > OK button.



### **MERCHANT | PORTAL**