

ON BOARDING CHECKLIST FOR CUMULUS RETAIL

Please complete the tasks on this checklist as soon as possible so we can complete your Cumulus Retail implementation. If you have any questions, contact your Celerant Sales Rep or Implementation Manager.

Task	Details												
1. Credit Card Account Activation	<p>Activate your credit card account using one of the processors listed below. If you informed your Celerant Sales Rep which processor you will use, the processor's Sales Rep should have contacted you. If you have not selected a processor, contact your Celerant Sales Rep as soon as possible.</p> <table border="1"> <tr> <td>Fortis (BLUEDOG)</td> <td>https://www.fortispay.com</td> <td>855-465-9999</td> </tr> <tr> <td>Shift4</td> <td>https://www.shift4.com</td> <td>888-276-2108</td> </tr> <tr> <td>Worldpay (FIS Global)</td> <td>getinfo@fisglobal.com</td> <td>877-776-3706</td> </tr> <tr> <td>OpenEdge (Global Payments)</td> <td>startnow@openedgepay.com</td> <td>800-774-6462</td> </tr> </table>	Fortis (BLUEDOG)	https://www.fortispay.com	855-465-9999	Shift4	https://www.shift4.com	888-276-2108	Worldpay (FIS Global)	getinfo@fisglobal.com	877-776-3706	OpenEdge (Global Payments)	startnow@openedgepay.com	800-774-6462
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2. Credit Card Devices	You will need credit card devices to accept EMV card payments at POS. Please discuss this with your Celerant Sales Rep. They will help you select the device that best meets your needs, and ensure it's supported by Cumulus Retail. Devices need to be ordered and encrypted, so please complete this task with your Celerant Sales Rep or your chosen processor as soon as possible.												
3. Merchant ID No. (MID)	Receive your Merchant ID Number (MID) from your credit card processor after your account is setup. Then provide the MID to your Celerant Implementation Manager so we can complete your Cumulus Retail setup.												
4. Supported Hardware	Before purchasing or reusing hardware, compare the model/specs to our 'Supported Hardware List' available at clients.celerant.com/cumulus/welcome . Unsupported hardware may need to be replaced.												
5. eCommerce	<p>If you purchased Cumulus eCommerce, please provide the following items to your Celerant Web Project Manager when they contact you:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Web domain and login credentials for your domain registrar <input checked="" type="checkbox"/> Company logo (high resolution file preferred) <input checked="" type="checkbox"/> Store hours <input checked="" type="checkbox"/> Social media links <input checked="" type="checkbox"/> Email address for order confirmation <input checked="" type="checkbox"/> Privacy Policy and Terms of Use (we can provide a generic policy) <input checked="" type="checkbox"/> Shipping Return Policy (we can provide a generic policy) 												
6. Supplies	You will need labels for tagging your merchandise, receipt printer paper, gift cards, loyalty/membership ID cards, etc... please contact Celerant at supplies@camcommerce.com to assist in helping you decide what is needed.												
7. Client Portal	In addition to any training you may have purchased, sign up for the Client Portal to access training videos and manuals to help you learn more about how to use Cumulus Retail. https://clients.celerant.com/												