Quick Start Guide
Office of the Treasurer – Payment Card Terminal Options
Revised September 2018

UT departments that would like to purchase or rent payment card terminals may select from the pre-approved the options below. Additional details on PCI-compliant terminals can be found at https://www.pcisecuritystandards.org/assessors_and_solutions/pin_transaction_devices

- Standard PCI-compliance terminal or terminal/pin-pad. The purchase price is approximately $350, depending on the model selected. The rental price for six months is approximately $25 per month.

- Cellular mobile terminal. The purchase price is approximately $550, depending on the model selected, and approximately $15/month cellular charges. The rental price for six months is approximately $50/month and approximately $15/month cellular charges.

- Mobile devices connected to an iOS device. These devices are approved; however, there are restrictions for its use listed in the UT PCI Requirements document.
  One-time set-up fee is approximately $20, depending on the model selected
  One-time device fee is approximately $35
  Monthly mobile payment fee is approximately $10

To order terminals, the following information must be emailed by the Merchant Manager to the Treasurer's Office:

- Merchant name and number
- Model number and quantity of terminals ordered
- Indicate purchase or rental
- Shipping address of the Merchant Manager.

Policy and Requirements
Refer to Credit Card Policy and Payment Card Requirements document for complete details.

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