<table>
<thead>
<tr>
<th>Question</th>
<th>Information for Virtual Credit Card Payments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basics</strong></td>
<td><strong>What is Virtual Card Payment?</strong> SUA is a virtual card payment solution that is processed like a credit card, streamlining the payment process for both buyers and suppliers.</td>
</tr>
</tbody>
</table>
| **How does it work?** | • Each payment is given a unique 16-digit account number, which is assigned a credit limit equal to that payment amount.  
• This account number is active for only a defined timeframe and is electronically matched to pre-purchase information.  
• A virtual card payment is just like a credit card. You will receive a 16 digit number which you process like a standard credit card transaction. |
| **What are the advantages of accepting a virtual card payment vs. another form of payment?** | There are many benefits when accepting a virtual card payment, including:  
• Accelerated payments compared to current payment method  
• A simplified process that eliminates the cost of processing checks  
• No need to store account numbers or other payment information  
• Invoice data received with payment via email or online portal |
| **Cost of Acceptance** | **What does it cost?** The acceptance of virtual card payments comes with no additional costs from J.P. Morgan or us, although merchant processing fees apply. Merchant processing fees (inclusive of interchange) typically range between 2-3% and can vary based on the amount of credit card spend, level of data passed, and the pricing agreement you have with your merchant acquirer.  
**How can I reduce my merchant processing fees?** • Pass level III data to qualify for large ticket interchange (for transactions $> 7250).  
• Talk to your current Merchant Processor or bank to see how you can reduce merchant processing fees. You may also contact other Merchant Processors to negotiate a better rate. (If interested, contact Chase Merchant Services at 888-213-8414.)  
• Make sure you are processing B2B transactions as e-Commerce rather than card not present. Talk to your Merchant Processor or bank to confirm that you are processing transactions in the most optimal manner. |
| **Becoming Card Accepting** | **How do I accept Virtual Card if I am not card accepting?** You will need to set up a merchant processing account to become card accepting.  
If interested, contact Chase Merchant Services at 888-213-8414.  
**What is involved in becoming a card accepting vendor?** This can vary by Merchant Processer but typically the following is required:  
• A business bank account  
• Underwriting review  
• Ability to validate your business (business license) |