

## PCI STATUS IN MX™ MERCHANT

To find the PCI Status in MX™ Merchant, click on Settings in the left hand menu then click on the Compliance tile.

This will display both the PCI and Taxpayer Identification statuses. If you have ControlScan enabled and need a scan and/or opts in for Data Breach Protection, then you will see 2 more boxes below the PCI Data Security Standard section that will display your Scan and Data Breach Protection statuses as well.

## PCI EXPIRATION NOTIFICATIONS

PCI Expiration Notifications can be set up for multiple users on one account, these notifications can be sent via email and/or text. Currently notifications are sent out 7 days prior to expiration however we are looking to make that available for the user to determine the days prior that they would like to receive in the coming releases.

### TO SET UP PCI EXPIRATION NOTIFICATIONS

- Click on Settings on the left menu, then click on the notification tile
- Here you can edit and/or update an existing notification

### TO EDIT AN EXISTING NOTIFICATION

- Click on the Notification Id (first column on this page)

### TO ADD A NEW NOTIFICATION

- Click on the green + Add Notification button in the upper right
- Select PCI expiration from the drop down if it isn't already selected
- Choose your delivery options (email and/or text) and enter in your contact
- Click Save