Reset 1787

Payment Services

Manual Transaction Capture

Merchant _____ Contract no. _____

Contact person ☐ Ms. ☐ Mr.
First name _____ Last name _____ Function _____
Phone _____ E-Mail _____ Fax _____

Credit cards

☐ **Credit/reversal** ☐ **Debit** (not possible for UnionPay cards)

Transaction date	Card brand	Card number (last four digits)	Authorization code	Currency	Original amount	Amount to be captured
. .		XXXXXXXXXXXX				
. .		XXXXXXXXXXXX				
. .		XXXXXXXXXXXX				
. .		XXXXXXXXXXXX				
DD MM YYYY						

TWINT

☐ **Credit**

Transaction date and time	Card number (last four digits)	Authorization code	Original amount	Amount to be captured
. . : :	XXXXXXXXXXXXXXXX		CHF	CHF
. . : :	XXXXXXXXXXXXXXXX		CHF	CHF
. . : :	XXXXXXXXXXXXXXXX		CHF	CHF
. . : :	XXXXXXXXXXXXXXXX		CHF	CHF
DD MM YYYY HH MM SS				

A credit may only be carried out in favor of the cardholder/TWINT user whose card/account was originally debited during the transaction. Furthermore a credit may only be carried out in relation to a debit previously settled and may not exceed the original amount.

Manually captured transactions are generally reimbursed under reserve. SIX Payment Services is entitled without further ado to refuse to reimburse the Merchant or demand the repayment of a previously made reimbursement at any time, e.g. on the basis of a chargeback initiated by the cardholder/TWINT user or the respective issuer.

Date and place

. . ,
DD MM YYYY

Signature(s) of the Merchant's legal representative(s) *

* First and last name(s) in block letters _____

Please submit the form as follows:

Switzerland
Fax: 0848 83 2111
customerservice.ch@six-payment-services.com
SIX Payment Services
Customer Care Switzerland
Hardturmstrasse 21, P.O. Box
CH-8021 Zurich

Germany/rest of Europe
Fax Germany: +352 20 880 228
Fax rest of Europe: +49 69 95 932 2726
info.cwe@six-payment-services.com
SIX Payment Services, Merchant Service Int.
Hardturmstrasse 21, P.O. Box
CH-8021 Zurich

Austria
Fax: +43 1 71701 3460
merchantsetup.austria@six-group.com
SIX Payment Services
Merchant Setup Austria
Marxergasse 1B
A-1030 Wien

Your local point of contact can be found at: www.six-payment-services.com/contact

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