

# Discover Network Merchant

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Paperless Reporting Enrollment Process

# Log in



Did you know we're accepted at 6,000 more places every day? (We're gonna need more pushpins.)

GET STARTED

Know Better. SM

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- Discover Network
- Payment Solutions
- Fraud & Security
- Knowledge Center
- Client Support
- Contact Us
- Get Started
- Log In

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> ACCESS SIGNAGE & SUPPORT MATERIALS

Log In

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# Log In



- Click on Log In
  - Select Merchant
  - Enter Log in ID and Password

**DISCOVER NETWORK**

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### Please Log In

Please select your business category using the buttons below before logging in.

**i** Issuers   **a** Acquirers   **m** Merchants

Log In ID:   
Password:

(Passwords are case sensitive)  
 Remember Log In ID

**Log In**

Please note: Maintenance is performed on parts of DiscoverNetwork.com every Monday through Saturday from 2 AM to 2:30 AM Eastern Time (ET) and Sunday from 1 AM to 5 AM Eastern Time (ET).  
Did your acquirer refer you here to order signage?  
[Log in](#) or [Create a Store Profile](#) to gain access to the Signage and Supplies Catalog.

[Forgot Log In ID?](#)   [Forgot Password?](#)   [Not Registered?](#)

**m** Merchants

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# Register for Secure Access



- If you do not have a Log In for DiscoverNetwork.com
  - Click on Get Started
  - Choose Merchant
  - Click on Register for Secure Access



The screenshot shows the Discover Network website interface. At the top, the navigation bar includes links for Discover Network, Payment Solutions, Fraud & Security, Knowledge Center, Client Support, Contact Us, **Get Started**, and Log In. The 'Get Started' link is circled in orange. Below the navigation bar, the 'Merchant' section is highlighted. On the left, a sidebar menu lists 'ISSUER', 'ACQUIRER', and 'MERCHANT' (selected). Under 'MERCHANT', the following links are listed: Start Accepting, Register for Secure Access, Activate your Terminal, Change your Banking Information, and Discover Network Gift Cards. The 'Register for Secure Access' link is circled in orange. A callout box with the text 'Register for Secure Access' points to this link. Below the main content, there are links for 'Change your Banking Information' and 'Discover Network Gift Cards'. At the bottom, a breadcrumb trail reads 'You are Here: Home > Get Started > Merchant'. The footer contains links for Site Map, Privacy, Terms of Use, Careers, Discover Financial Services, Contact Us, Browser Compatibility, and Newsroom, along with the copyright notice '©2009 DFS SERVICES LLC'.

# Register for DiscoverNetwork.com



- Complete the registration process using the online form
  - Upon approval of registration, log in with your Log In ID and Password

Register for DiscoverNetwork.com

Discover Network | Payment Solutions | Fraud & Security | Knowledge Center | Client Support | Contact Us | Get Started | Log In

**i** Issuers → **a** Acquirers → **m** Merchants →

Registering to DiscoverNetwork.com is a quick and easy process.

For immediate access to your online account, you will need your:

- Merchant number
- E-mail address
- Bank Routing and Bank Account numbers

Don't know your banking information? We will still verify your request and send a confirmation e-mail to you within two business days.

To begin, please enter your Merchant Number and click the "Continue" button.\*

Merchant Number:

\* The registration request will apply to the Merchant number you enter above.

**Continue**

You are Here: [Home](#) > [Get Started](#) > [Merchant](#) > [Register](#)

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# Access Reporting Options & Information

- Click on the link “Reporting Options and Information”
  - Click on the link “Enrollment Form”

DISCOVER NETWORK

Discover Network | Payment Solutions | Fraud & Security | Knowledge

Log Out

■ MERCHANT ACCOUNT SUMMARY

■ DISPUTE SYSTEM

■ DISPUTE SYSTEM HELP

■ MERCHANT PROFILE

■ ADDITIONAL LOCATION REQUESTS

■ **REPORTING OPTIONS & INFORMATION**

Sample Reports

Online Statements and Disputes

E-mail Notification of Disputes

Discover eReport

Enrollment Form

■ PROGRAM DOCUMENTS & TECHNICAL SPECIFICATIONS

■ MERCHANT ACCOUNT CENTER HELP

### Reporting Options & Information

Discover Network offers reports to our Merchants.

Report Type	Frequency	Delivery Options
Activity Reports		
<ul style="list-style-type: none"><li>Exception Advice</li><li>Summary</li><li>Activity</li></ul>		<ul style="list-style-type: none"><li>Paper</li><li>Fax</li><li>E-mail</li><li>Online</li></ul>
Activity Reports	Monthly	
<ul style="list-style-type: none"><li>Summary</li><li>Activity</li></ul>		<ul style="list-style-type: none"><li>Paper</li><li>Fax</li><li>E-mail</li><li>Online</li></ul>
Customer Disputes	Daily (if applicable)	
<ul style="list-style-type: none"><li>Chargeback Notification</li><li>Dispute Ticket Retrieval Request</li><li>Inquiry Ticket Retrieval Request</li><li>Representation Decision</li><li>Pre-Arbitration Inquiry Request</li><li>Pre-Arbitration Decision</li><li>Dispute Arbitration Request for Additional Information</li></ul>		<ul style="list-style-type: none"><li>Paper</li><li>Online</li></ul>

# Discover eReport & Online Only Statement Enrollment Form



- Complete the form
- Submit the form

The screenshot shows a web interface for the Discover Network. At the top left is the Discover Network logo. A navigation bar contains links for Discover Network, Payment Solutions, Fraud & Security, Knowledge Center, Client Support, Contact Us, Account Center (highlighted), and Log Out. A left sidebar lists menu items: MERCHANT ACCOUNT SUMMARY, DISPUTE SYSTEM, DISPUTE SYSTEM HELP, MERCHANT PROFILE, ADDITIONAL LOCATION REQUEST, REPORTING OPTIONS & INFORMATION (highlighted), PROGRAM DOCUMENTS & TECHNICAL SPECIFICATIONS, and MERCHANT ACCOUNT CENTER HELP. Under 'REPORTING OPTIONS & INFORMATION', sub-items include Sample Reports, Online Statements and Disputes, E-mail Notification of Disputes, Discover eReport, and Enrollment Form (highlighted). The main content area is titled 'Reporting Options & Information' and 'Discover eReport & Online Only Statement Enrollment Form'. It contains a form with the following fields: E-mail address\* (TESTMERCHANT@TEST.COM), Merchant Name\* (TEST ACCT #1), Contact Name\* (TEST MERCHANT), and Phone Number\* ((123)123-1234). A note states: 'Please provide the following information.' and 'Enrollment Information: Please fill out the form below. (It will be prefilled for you, but changes may be made to the fields, as applicable). \* Required Fields'.



## After Submission

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- You will be contacted via email when your request has been received
- Most requests are processed within 48 business hours