Brand new Yahoo Store set up for new credit card processing:

1. From the Open for Business Control Panel click **Payment Methods**
2. Click **Set Up My First Payment Method**
3. Select the **Yes** option
4. Select the **Existing Business Account** option, click **Next**
5. Enter your account information enclosed in your Welcome Letter from eMerchant (see Section A below)

Existing Yahoo Store, change credit card processors:

First, you must either cancel or settle all open Authorizations. Then, you must Batch out.

1. From Store Manager, click the **Payment Center** link under the Order Settings column
     (You may be prompted to enter your security key to proceed)
2. Click **Add New Processor**
3. Select the option to use your **existing payment processor**
4. Select the option to **configure an existing merchant account** and click **Next**
5. Enter your account information enclosed in your Welcome Letter from eMerchant (see Section A below)

Section A

A. Enter Name of Bank (See Welcome Letter)
B. Enter Merchant Number (See Welcome Letter)
C. Enter MID (See Welcome Letter)
D. Enter TID (See Welcome Letter)
   Click **Finish**