

## **IMPORTANT NOTICE FROM J. P. MORGAN CONCERNING STATE PROVIDED EBT EQUIPMENT**

On April 15, 2014 the USDA Food and Nutrition Service mailed a notice to all authorized merchants informing them of the SNAP Provisions of the Agricultural Act of 2014. The purpose of this memo is to provide further details related to the State EBT provided equipment.

### **SNAP retailers must pay for their own Electronic Benefit Transfer (EBT) equipment as a result of the Agricultural Act of 2014:**

Retailers are no longer offered free EBT equipment, supplies and related services (“EBT equipment and services”) to participate in SNAP. In order for your store to continue to accept EBT you will need to contact your current credit and or debit card processor to add EBT services to your commercial point of sale equipment. If you currently don’t have commercial point of sale equipment, we recommend contacting a credit/debit card processor or your bank provider to obtain these services. **Please do not delay in making arrangements with another processor as it could take up to 30 – 45 days for enrollment and installation. To avoid disruption of being able to accept the EBT card we urge you to set up new provider services by August 1<sup>st</sup>.**

Once you are set up with a new processor you need to return your EBT equipment to J.P. Morgan immediately. If you do not return the J.P. Morgan EBT equipment, you will be billed for the cost of the equipment. For your convenience, we have enclosed a prepaid Fed Ex shipping label that you can use to return your J.P. Morgan EBT equipment. If you require additional shipping labels, please visit our website and email us to request additional labels.

Here’s how to return your J.P. Morgan EBT equipment:

1. Pack each set of the equipment (terminal, PIN pad and any associated power supplies and cables) into a sufficiently sized box or boxes; tape the box(s) securely.
2. Write your store name, location ID and address on the Fed Ex shipping label. Attach the shipping label to the box.
3. The box or boxes can be given to your Fed Ex driver at your next scheduled pick-up or taken to your nearest Fed Ex location (drop box or store).
4. Retain a copy of your shipping label tracking number

**If you have any questions regarding the return of the JPMorgan state provided equipment, you can visit our website at [www.ebtretailerinfo.jpmorgan.com](http://www.ebtretailerinfo.jpmorgan.com).**