# 3

#### AGENDA ITEM REQUEST FORM

#### **Hays County Commissioners Court**

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

### AGENDA ITEM

Discussion and possible action to authorize the County Judge to execute a Payment Processing Instructions and Guidelines ("PPIG") Agreement related to payment processing services.

ITEM TYPE  ACTION-MISCELLANEOUS	MEETING DATE July 23, 2013	AMOU	NT REQUIRED
ACTION-MICOLLLANEOUS	July 25, 2015		
LINE ITEM NUMBER			
AUDITOR COMMENTS:	AUDITOR USE ONLY		
The state of the s			
PURCHASING GUIDELINES FOLLOWED:	N/A	AUDITOR REVIEW:	N/A
PURCHASING GUIDELINES FOLLOWED:	N/A	AUDITOR REVIEW.	IN/A
REQUESTED BY		SPONSOR	CO-SPONSOR
Cobb		COBB	N/A
SUMMARY			

The PPIG Agreement is one step toward allowing the Hays County District Clerk, County Clerk, JP 1 Place 1, JP 1 Place 2, JP 2, JP 3, JP 4, and JP5 to e-file with TexFile.

14221 Dallas Parkway, Dallas, Texas 75254 • 4 Northeastern Blvd, Salem, NH 03079-1952 Sales Phone (603) 896-8324 • Sales Fax (603) 896-8701

www.chasepaymentech.com

<b>&gt;</b> 1		NY INFORMATION gulations require that we collect and retain for our records information to verify merchant identity.												
COMPAN	Y LEGAL NAI	ME: County	of Hays						TAXPAYER	ID	74-6002	241		
REGISTER NAME	ED TRADE	Hays C	ounty District Clerk			YEAR BUSINESS STARTED								
	STREET ADI OX OR PAID		712 Stagecoach Trail											
CITY	San Marco	s				STA	TE	Texas	z	IP COD	E 786	666		
PRIMARY	CONTACT	Britney	Richey					TELEPHONE # 512-393-2						
TYPE OF E		OLE PROPRIETOR PARTNERSHIP CORPORATION LLC* OTHER: Government  * IF LLC, TAXED AS: DISREGARDED ENTITY CORPORATION PARTNERSHIP												
STATE OF	FORMATIO	N Texa	ns		1000	ATE OF FO		N						
<b>&gt;</b> 2	obtain and	ust provide so I review third	cial security number. Each o party credit bureau reports ional sheets, if necessary, alc	on such own	authorize er. Owne atures of a	s JPMorgar	n Chase E	least 50%	% and must al.	include				
NAME	Britney Ric	chey		SOCIAL SE		74-60022	41	1000	BIRTHDATE DATE OF INC	ATE OF INCORPORATION				
STREET A	DDRESS	712 Stagecoa	ch Trail					TELEPHO	ONE NUMBE	R 5	12-393-2	2236		
CITY		San Marcos			STATE	Texas	Texas ZIP C				78666			
SIGNATU	RE							PI	ERCENT OW	NERSH	IP N	I/A %		
NAME				SOCIAL SE OF TAX ID NU	}		BIRTHI OF DATE OF INCO			OR			2000	
STREET A	DDRESS							TELEPHO	ONE NUMBE	R				
CITY					STATE				ZIP C	ODE				
SIGNATU	RE							F	PERCENT OV	VNERSI	HIP	%		
<b>&gt;</b> 3	CERTIFIC	CATION							8002 (1)					
I, the und	dersigned, b n Chase Ban	eing an office k, N.A ("Memb	/principal of <u>Hays County Di</u> per") and Paymentech, LLC ("	istrict Clerks 'Paymentech'	represent " or "Chase	and warra	nt that tl ech") are	he statem authorize	ents made o	on this ct any r	docume	ent are correct and fact y investigation.	ual.	
SIGNATU	RE	DATE												
NAME (p	lease print)	Beverly Cr	umley			TIT	TLE (pleas	se print)	District C	lerk				
PAYMI	ENTECH IN	NTERNAL US	SE ONLY											
SUBMITT	ER NAME	Tyler Tech	nologies, Inc.											

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<b>&gt;</b> 1		NY INFORMATION gulations require that we collect and retain for our records information to verify merchant identity.											
COMPAN	Y LEGAL NA	ME: County	of Hays						TAXPAY	ER ID	74-60	02241	
REGISTER NAME	ED TRADE	Hays C	ounty County Clerk				YEAR	BUSINES	S STARTE	D			
	STREET AD		712 Stagecoach Trail										
CITY	San Marco	os				STA	ATE	Texas		ZIP CO	ODE 78666		
PRIMARY	CONTACT	Britney	Richey			,		TELEPH	ONE#	512-39	3-2248		
TYPE OF E		LE PROPRIETO	R PARTNERSHIP	CORPC			LLC*		☑other:	Go CORPO	vernme	_	SHIP
STATE OF	FORMATIO	DN Texas DATE OF FORMATION (MM/DD/YYYY)											
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NAME	Britney Ric	chey		SOCIAL SE	171 PER 181 TO STORY	74-60022	241		DATE OF INCORPORATION			ON	
STREET A	DDRESS	712 Stagecoa	ch Trail					TELEPH	ONE NUM	IBER	512-39	3-2236	
CITY		San Marcos			STATE	Texas	S ZIP CODE					66	
SIGNATU	RE								PERCENT C	OWNERS	НІР	N/A %	
NAME				SOCIAL SE OF TAX ID NU	2				DATE OF	IRTHDAT OR INCORP		n	
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<b>&gt;</b> 3	CERTIFIC	CATION											
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SIGNATU	RE	DATE											
NAME (pl	lease print)	Liz Gonzale	z			ТІ	TLE (plea	se print)	County	y Clerk			
PAYMI	ENTECH IN	NTERNAL US	SE ONLY										
SUBMITT	ER NAME	Tyler Techi	nologies, Inc.										

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<b>□</b> 1			Y INFORMATION ulations require that we collect and retain for our records information to verify merchant identity.										
COMPAN	Y LEGAL NA	ME: County	of H	Hays						TAXPAYE	RID	74-6	002241
REGISTER NAME	ED TRADE	Hays Co	ount	ty Justice of the Peace 1	I, Precinct 1			YEAR	BUSINES	S STARTED			
	STREET AD			111 E. San Antonio St, S	Ste. 201								
CITY	San Marco	s					STA	TE	Texas		ZIP CO	DE	78666
PRIMARY	CONTACT	Michele	Tutt	tle					TELEPHO	ONE#	512-39	3-223	6
TYPE OF E		DLE PROPRIETOR PARTNERSHIP CORPORATION LLC* SOTHER: Government  * IF LLC, TAXED AS: DISREGARDED ENTITY CORPORATION PARTNERSHIP											
STATE OF	FORMATIO	N Texas DATE OF FORMATION (MM/DD/YYYY)											
> 2	obtain and	ust provide so I review third	part		s on such own long with sign	authorize er. Owne atures of a	s JPMorgai	n Chase I	t least 50 n individu	% and mus	st inclu		as part of this investigation, to least two individual owners, i
NAME	Michele Tu	uttle			TAX ID NU	Service County	74-60022	41	110	DATE OF II		ORATI	ON
STREET A	DDRESS	712 Stagecoa	ch Tr	rail					TELEPHO	ONE NUME	BER	512-3	93-2236
CITY		San Marcos				STATE	Texas			ZIP	CODE	78	666
SIGNATU	RE								Р	ERCENT O	WNERS	HIP	N/A %
NAME					SOCIAL SE OF TAX ID NU	2				BIF DATE OF I	RTHDAT OR NCORP		ON
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3	CERTIFIC	CATION											
I, the und correct a investiga	nd factual.	being an officer/principal of <u>Hays County Justice of the Peace 1, Precinct 1</u> represent and warrant that the statements made on this document are . JPMorgan Chase Bank, N.A ("Member") and Paymentech, LLC ("Paymentech" or "Chase Paymentech") are authorized to conduct any necessary											
SIGNATU	RE							DAT	TE				
NAME (p	lease print)	Joanne Pra	ido				TIT	TLE (plea	se print)	Justice	of the F	Peace	
PAYM	ENTECH II	NTERNAL US	SE C	DNLY									
SUBMITT	ER NAME	Tyler Techi	nolo	gies, Inc.									

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<b>&gt;</b> 1		NY INFORMATION gulations require that we collect and retain for our records information to verify merchant identity.											
COMPAN	Y LEGAL NA	ME: County of	f Hays						TAXPAYE	R ID	74-600	02241	
REGISTER NAME	RED TRADE	Hays Cou	unty Justice of the Peace 1,	Precinct 2			YEAR BUSINESS STARTED						
	STREET AD OX OR PAID		712 Stagecoach Trail										
CITY	San Marco	os				STAT	E	Texas		ZIP CO	DE 7	78666	
PRIMARY	CONTACT	Michele T	uttle					TELEPHO	ONE#	512-39	3-2236		
TYPE OF I		DLE PROPRIETOR PARTNERSHIP CORPORATION LLC* MOTHER: Government  * IF LLC, TAXED AS: DISREGARDED ENTITY CORPORATION PARTNERSHIP											
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NAME	Michele T	uttle		SOCIAL SE		74-600224	41 BIRTHDATE O						
STREET A	DDRESS	712 Stagecoach	Trail					TELEPHO	ONE NUMB	BER	512-39	3-2236	
CITY		San Marcos			STATE	Texas	ZIP C			CODE	CODE 78666		
SIGNATU	RE							Р	ERCENT O	WNERS	НІР	N/A %	
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STREET A	DDRESS							TELEPHO	ONE NUME	BER			
CITY					STATE				ZIP	CODE			
SIGNATU	IRE								PERCENT C	WNER:	SHIP	%	
I, the uncorrect a	dersigned, b	DEATION  being an officer/principal of Hays County Justice of the Peace 1, Precinct 2 represent and warrant that the statements made on this document are  JPMorgan Chase Bank, N.A ("Member") and Paymentech, LLC ("Paymentech" or "Chase Paymentech") are authorized to conduct any necessary											
investiga	tion.												
SIGNATU	IRE						DAT						
NAME (p	lease print)	Margie Hern	andez			ТІТ	LE (plea	se print)	Justice	of the F	Peace		
PAYM	ENTECH II	NTERNAL USE	ONLY										
SUBMITT	TER NAME	Tyler Technologies, Inc.											

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COMPAN	NY LEGAL NAM	1E: County o	of Hays					TAX	PAYER ID	74-6	6002241		
REGISTE NAME	RED TRADE	Hays Cou	unty Justice of the Pe	ace 2		YEAR BUSINESS STARTED							
	STREET ADD		5458 FM 2770										
ITY	Kyle		4			STAT	E	Гехаs	ZIP C	ODE	78640		
RIMAR	Y CONTACT	Michele T	uttle					TELEPHONE # 512			2-393-2236		
	ENTITY VIDUAL / SOLI	E PROPRIETOR	□PARTNERSH	IP □CORPO		LI	LC* EGARDED	⊠OTH ENTITY	er: <u>G</u>	overnn	_		
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TREET	ADDRESS	712 Stagecoach	n Trail				TELEPHONE I	NUMBER	512-	393-2236			
ITY		San Marcos			STATE	Texas	Texas			ZIP CODE 78666			
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	ADDRESS			O	R				BIRTHDA OR OF INCOR	ATE			
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SIGNATION 3	CERTIFICA dersigned, be JPMorgan Cha	ing an officer/	principal of <u>Hays Cou</u> "Member") and Payn	OI TAX ID NU	STATE  Peace 2 re	present and or "Chase Pa	warrant	DATI	BIRTHDA OR OF INCOR NUMBER ZIP CODE ENT OWNE	PORATE  RSHIP	TION %		
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<b>&gt;1</b>		NY INFORMATION gulations require that we collect and retain for our records information to verify merchant identity.											
COMPAN	Y LEGAL NAM	1E: County o	f Hays					T	AXPAYER ID	74-60	002241		
REGISTER NAME	ED TRADE	Hays Cou	inty Justice of the Peace 3			YEAR BUSINESS STARTED							
	STREET ADD OX OR PAID N		14306 Ranch Road 12, Ste	e. 11									
CITY	Wimberley					STAT	E	Texas	ZIP C	ODE	78676		
PRIMARY	CONTACT	Michele Tu	uttle					TELEPHONI	E# 512-3	93-2236	5		
TYPE OF E		DLE PROPRIETOR   PARTNERSHIP   CORPORATION   LLC*   MOTHER: Government    * IF LLC, TAXED AS:   DISREGARDED ENTITY   CORPORATION   PARTNERSHIP											
STATE OF	FORMATION	DN Texas DATE OF FORMATION (MM/DD/YYYY)											
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NAME	Michele Tu	ttle		SOCIAL SEC	The state of the s	74-600224	74-6002241 BIRTHDATE DATE OF IN				TE OR INCORPORATION		
STREET A	DDRESS	712 Stagecoach	Trail					TELEPHONI	E NUMBER	512-39	93-2236		
CITY		San Marcos			STATE	Texas			ZIP CODE	786	66		
SIGNATU	RE							PER	CENT OWNER	SHIP	N/A %		
NAME				SOCIAL SECON		AND THE RESERVE		DA	BIRTHDA OR ATE OF INCOR		NO		
STREET A	DDRESS							TELEPHON	E NUMBER				
CITY					STATE				ZIP CODE				
SIGNATU	RE							PEF	RCENT OWNE	RSHIP	%		
<b>&gt;</b> 3	CERTIFICA	ATION											
I, the und	dersigned, be PMorgan Ch	ing an officer/p ase Bank, N.A ('	orincipal of <u>Hays County Jus</u> "Member") and Paymentec	stice of the F h, LLC ("Payr	Peace 3 rep mentech" c	oresent and or "Chase Pa	warrant	that the sich") are au	tatements ma	ade on t onduct a	his document are correct and ny necessary investigation.		
SIGNATU	RE	DATE											
NAME (p	lease print)	Andrew Cabl	е			ТІТІ	LE (please	e print)	Justice of the	Peace			
PAYM	ENTECH IN	TERNAL USE	ONLY										
SUBMITT	ER NAME	Tyler Techno	logies, Inc.										

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<b>&gt;</b> 1	A STATE OF THE STA	NY INFORMA gulations requi	ATION re that we collect	and retain	for our reco	rds inform	ation to	verify me	rchant i	dentity.				
COMPAN	Y LEGAL NAI	ME: County	of Hays							ТАХРА	YER ID	74-6	00224	41
REGISTER	RED TRADE	Hays Co	unty Justice of the	e Peace 4				YEAR BUSINESS STARTED						
	L STREET ADI		195 Roger Han	ıks Parkway	/									
CITY	Dripping S	prings					S	TATE	Texas	5	ZIP CODE		7862	20
PRIMARY	Y CONTACT	Michele	Tuttle						TELEPHONE # 51			512-393-2236		
TYPE OF		LE PROPRIETOR	R PARTNE		CORPO	ORATION ED AS:		□LLC*	DED ENT	⊠OTHER	: <u>Go</u>	ORATIO		PARTNERSHIP
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STREET A	ADDRESS	712 Stagecoad	h Trail		TAXIDIK	NIDER			TELE	PHONE NU	577 E 8 5 1	512-3		236
CITY		San Marcos				STATE	Texas			7	ZIP CODE	786	566	
SIGNATU	JRE									PERCENT	OWNER	SHIP	N/	A %
NAME					SOCIAL SE OI TAX ID NU	R					BIRTHDA OR F INCORE		ON	
STREET A	ADDRESS								TELE	PHONE NU	MBER			
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SIGNATU	JRE							DA	TE					
NAME (p	olease print)	Terry Kyle						TITLE (ple	ase prin	t) Justi	ce of the	Peace		
PAYM	IENTECH IN	NTERNAL US	E ONLY											
SUBMIT	TER NAME	Tyler Techr	ologies, Inc.											

## CHASE **○** Paymentech<sup>™</sup>

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<b>\_1</b>	THE RESERVE TO SHARE THE PARTY OF THE PARTY	NY INFORM gulations rec		TION that we collect and retain	for our reco	ords inform	ation to v	verify merc	chant ider	ntity.				
COMPAN	IY LEGAL NA	ME: Coun	ty o	f Hays	***************************************					TAXPAYER	ID	74-6002	241	
REGISTER	RED TRADE	Hays	Cou	nty Justice of the Peace 5				YEAR BUSINESS STARTED						
PHYSICAL	L STREET AD			500 Jack C. Hays Trail										
CITY	Buda						STA	ATE	Texas	z	ZIP CODE		610	
PRIMARY	CONTACT	Miche	le Tu	ittle					TELEPHO	12-393	-2236			
TYPE OF		LE PROPRIET	OR	PARTNERSHIP	CORPO	ORATION ED AS:		]LLC* SREGARDE	1.0	OTHER:	/	ernment RATION	PARTNERSHIP	
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2 NAME	obtain an	d review thin Attach add	d pa	al security number. Each over the redit bureau reports of the redit bureau reports of the redit bureau, alo	on such own	ner. Owne natures of a CURITY	rship mus	st equal at r who is an	least 50%	% and must	OR	e at leas	art of this investigation, to	
STREET A	ADDRESS	712 Stageco	ach	Trail					TELEPHO	ONE NUMBE	R 5	12-393-	2236	
CITY		San Marcos				STATE	Texas			ZIP C	ODE	78666		
SIGNATU	JRE								P	ERCENT OW	/NERSH	IIP N	N/A %	
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<b>В</b> 3	CERTIFIC	CATION												
I, the un factual.	dersigned, b JPMorgan C	peing an offic hase Bank, N	er/p	orincipal of <u>Hays County Ju</u> 'Member") and Paymented	stice of the h, LLC ("Pay	Peace 5 re mentech"	present a or "Chase	and warrar Paymente	nt that the	e statement authorized	ts made to cond	e on this duct any	document are correct an necessary investigation.	
SIGNATU	JRE							DAT	E	1				
NAME (p	olease print)	Scott Car	у				Т	TITLE (pleas	se print)	Justice of	f the Pe	eace		
PAYM	IENTECH II	NTERNAL	JSE	ONLY										
SUBMIT	TER NAME	Tyler Tee	hno	logies, Inc.										



### SUBMITTER MERCHANT PAYMENT PROCESSING INSTRUCTIONS AND GUIDELINES

Paymentech, LLC ("Paymentech" or "we", "us" or "our" and the like), for itself and on behalf of JPMorgan Chase Bank, N.A. ("Member"), is very excited about the opportunity to join **Tyler Technologies**, **Inc.** in providing you with state-of-the-art payment processing services. When your Customers pay you through Tyler Technologies, Inc., you may be the recipient of a Card funded payment. The organizations that operate these Card systems (such as Visa U.S.A., Inc. and MasterCard International Incorporated; collectively, the "Payment Brands") require that you (i) enter into a direct contractual relationship with an entity that is a member of the Payment Brand and (ii) agree to comply with Payment Brand Rules as they pertain to applicable Card Transaction you submit through Tyler Technologies, Inc.. You are also required to fill out an Application with Paymentech. The Application provides Paymentech with information relative to your processing practices and expectations.

By executing this document, you are fulfilling the Payment Brand Rule of entering into a direct contractual relationship with a member, and you are agreeing to comply with Payment Brand Rules as they pertain to Transactions you submit for processing through the Tyler Technologies, Inc. service. We understand and acknowledge that you have contracted with Tyler Technologies, Inc. to obtain Card processing services on your behalf and that Tyler Technologies, Inc. may have agreed to be responsible for your obligations to us for such Transactions and as set forth in these guidelines.

The following information is designed to inform and assist you as we begin our relationship.

#### 1. Your Acceptance of Cards

- You agree to comply with all Payment Brand Rules, as may be applicable to you and in effect from time. You understand that we
  may be required to modify these instructions and guidelines in order to comply with requirements imposed by the Payment
  Brands.
- In offering payment options to your customers, you may elect any one of the following options. These acceptance options above apply only to domestic transactions:
  - (1) Accept *all* types of Visa and MasterCard cards, including consumer credit and debit/check cards, and commercial credit and debit/check cards;
  - (2) Accept *only* Visa and MasterCard credit cards and commercial cards (If you select this option, you must accept all consumer credit cards (but not consumer debit/check cards) and all commercial card products, including business debit/check cards); or
  - (3) Accept *only* Visa and MasterCard consumer debit/check cards (If you select this option, you must accept all consumer debit/check card products (but not business debit/check cards) and refuse to accept any kind of credit cards).
- If you choose to limit the types of Visa and MasterCard cards you accept, you must display appropriate signage to indicate
  acceptance of the limited acceptance category you have selected (that is, accept only debit/check card products or only credit and
  commercial products).
- For recurring transactions, you must obtain a written request or similar authentication from your Customer for the goods and/or services to be charged to the Customer's Card, specifying the frequency of the recurring charge and the duration of time during which such charges may be made.

#### 2. Settlement

- Upon our receipt of your Transactions, we will process your Transactions to facilitate the funds transfer between the various Payment Brands, you and Tyler Technologies, Inc.. Unless otherwise agreed to by the parties, after we receive credit for such Transactions, we will provide provisional credit to one or more of the Bank Account(s) you designate herein under the "Funding Schedule" section.
- You must not submit Transactions for payment until the goods are delivered, shipped, or the services are performed. If a Customer disputes being charged for merchandise or services before receiving them, the result may be a Chargeback to you.

#### 3. Chargebacks

- You may receive a Chargeback for a number of reasons. The following are some of the most common reasons for Chargebacks, but in no way is this meant to be an exhaustive list of all Chargeback reasons:
  - (1) You do not issue a refund to a Customer upon the return or non-delivery of goods or services;
  - (2) An authorization/approval code was required and not obtained;

- (3) The Transaction was fraudulent;
- (4) The Customer disputes the Card sale or the signature on the sale documentation, or claims that the sale is subject to a set-off, defense or counterclaim; or
- (5) The Customer refuses to make payment for a Card sale because in the Customer's good faith opinion, a claim or complaint has not been resolved, or has been resolved by you but in an unsatisfactory manner.

#### 4. Data Security and Privacy

• By signing below, you represent to us that you do not have access to any Card Information (such as the Customer's primary account number, expiration date, security code or personal identification number) and you will not request access to such Card Information from Tyler Technologies, Inc.. In the event that you do happen to receive Card Information in connection with the processing services provided by Tyler Technologies, Inc. or Paymentech under these guidelines, you agree that you will not use it for any fraudulent purpose or in violation of any Payment Brands or applicable law and you will comply with all applicable Payment Brand Rules and Security Standards. If at any time you believe that Card Information has been compromised, you must notify us promptly and assist in providing notification to the proper parties. You must ensure your compliance with all Security Standards that are applicable to you and which may be published from time to time by the Payment Brands. If any Payment Brand requires an audit of you due to a data security compromise event or suspected event, you agree to cooperate with such audit. You may not use any Card Information other than for the sole purpose of completing the Transaction authorized by the Customer for which the information was provided to you, or as specifically allowed by Payment Brand Rules, or required by law. In the event of your failure, including bankruptcy, insolvency or other suspension of business operations, you shall not sell, transfer or disclose any materials that contain Transaction information or Card Information to third parties.

#### 5. Funding Schedule

- In order to receive funds from Paymentech, you must maintain one or more bank account(s) at a bank that is a member of the Automated Clearing House ("ACH") system and the Federal Reserve wire system (the "Bank Account"). You must designate at least one Bank Account for the deposit and settlement of funds and the debit of any fees and costs associated with Paymentech's processing of the Transactions (all such designated Bank Accounts shall be collectively referred to herein as the "Settlement Account"). You authorize Paymentech to initiate electronic credit and debit entries and adjustments to your Settlement Account in accordance with this Section 5. We will not be liable for any delays in receipt of funds or errors in Settlement Account entries caused by third parties, including but not limited to delays or errors by the Payment Brands or your bank.
- Unless otherwise agreed to by the parties, the proceeds payable to the Settlement Account shall be equal to the amounts received by us in respect of your Card transactions less all Chargebacks, Customer refunds and other applicable charges. Such amounts will be paid into the Settlement Account promptly following our receipt of the funds. If the proceeds payable to the Settlement Account do not represent sufficient credits, or the Settlement Account does not have a sufficient balance to pay amounts due from you under these guidelines, we may pursue one or more of the following options: (i) demand and receive immediate payment for such amounts; (ii) debit a Bank Account for the amount of the negative balance; (iii) withhold settlement payments to the Settlement Account until all amounts are paid, (iv) delay presentation of refunds until a payment is made to us of a sufficient amount to cover the negative balance; and (v) pursue any remedies we may have at law or in equity.
- Unless and until we receive written instructions from you to the contrary, all amounts payable by Paymentech to you will be deposited in the Settlement Account designated and authorized by you as set forth below:

Name of Bank: Sage National Bank
ABA No.:
Account No.:
Account Name: Hays County
Reference:

#### 6. Definitions

- "Application" is a statement of your financial condition, a description of the characteristics of your business or organization, and related information you have previously or concurrently submitted to us, including credit and financial information.
- "Card" is an account, or evidence of an account, authorized and established between a Customer and a Payment Brand, or representatives or members of a Payment Brand that you accept from Customers as payment for a good or service. Payment Instruments include, but are not limited to, credit and debit cards, stored value cards, loyalty cards, electronic gift cards, authorized account or access numbers, paper certificates and credit accounts.
- "Chargeback" is a reversal of a Transaction you previously presented to Paymentech pursuant to Payment Brand Rules.
- "Customer" is the person or entity to whom a Card is issued or who is otherwise authorized to use a Payment Instrument.
- "Member" is JPMorgan Chase Bank, N.A. or other entity providing sponsorship to Paymentech as required by all applicable Payment Brand. Your acceptance of Payment Brand products is extended by the Member.
- "Payment Brand" is any payment method provider whose payment method is accepted by Paymentech for processing, including, but not limited to, Visa, U.S.A., Inc., MasterCard International, Inc., Discover Financial Services, LLC and other credit and debit card providers, debit network providers, gift card and other stored value and loyalty program providers. Payment Brand also includes the Payment Card Industry Security Standards Council.
- "Payment Brand Rules" are the bylaws, rules, and regulations, as they exist from time to time, of the Payment Brands.
- "Card Information" is information related to a Customer or the Customer's Card, that is obtained by you or Tyler Technologies, Inc. from the Customer's Card, or from the Customer in connection with his or her use of a Card (for example a security code, a PIN number, or the customer's zip code when provided as part of an address verification system). Without limiting the foregoing, such information may include a the Card account number and expiration date, the Customer's name or date of birth, PIN data, security code data (such as CVV2 and CVC2) and any data read, scanned, imprinted, or otherwise obtained from the Payment Instrument, whether printed thereon, or magnetically, electronically or otherwise stored thereon.
- "Paymentech", "we", "our", and "us" is Paymentech, LLC, a Delaware limited liability company, having its principal office at 14221 Dallas Parkway, Dallas, Texas 75254.
- "Security Standards" are all rules, regulations, standards or guidelines adopted or required by the Payment Brands or the Payment Card Industry Security Standards Council relating to privacy, data security and the safeguarding, disclosure and handling of Payment Instrument Information, including but not limited to the Payment Card Industry Data Security Standards ("PCI DSS"), Visa's Cardholder Information Security Program ("CISP"), Discover's Information Security & Compliance Program, American Express's Data Security Operating Policy, MasterCard's Site Data Protection Program ("SDP"), Visa's Payment Application Best Practices ("PABP"), the Payment Card Industry's Payment Application Data Security Standard ("PA DSS"), MasterCard's POS Terminal Security program and the Payment Card Industry PIN Entry Device Standard, in each case as they may be amended from time to time.
- "Transaction" is a transaction conducted between a Customer and you utilizing a Card in which consideration is exchanged between the Customer and you.

Please acknowledge your receipt of these instructions and guidelines and your agreement to comply therewith.

Agreed and Accepted by:	Agreed and Accepted by:
County of Hays MERCHANT LEGAL NAME (Print or Type)	PAYMENTECH, LLC for itself and on behalf of JPMORGAN CHASE BANK, N.A.
712 S. Stagecoach Trail, Ste 1071, San Marcos, TX 78666 Address (Print or Type)	Ву:
By (authorized signature)	Print Name: David Miller
By, Name, Title (Print or Type)	Title: Managing Director of Credit
Date	Date:
	Address: 4 Northeastern Boulevard, Salem, NH 03079