



Thank you for considering MuniciPAY as your business partner for your electronic payment processing needs. We are a company dedicated to providing cost-effective, efficient processing solutions customized to fit our business partners' individual needs.

MuniciPAY is a customizable electronic payment processing solution located in Scarborough, ME designed specifically for the government, education, and utility industries. By utilizing a service fee program, MuniciPAY allows government entities to offer their citizens the convenience of making payments via credit/debit cards while preventing the municipality from paying the processing fees associated with card acceptance. Today more than 2,200 municipalities utilize MuniciPAY.

MuniciPAY automatically calculates the service fee amount, captures the total amount due in one card swipe/entry, and then aggregates the municipality funds and the service fee for authorization and settlement within multiple departments. The municipality will be completely insulated from the service fee collection. The only fees assessed are those that are paid by the cardholder who chose to pay with a credit card, debit card or ACH.

We are pleased to be able to offer you the following pricing structure:

MuniciPAY Pricing (fees passed onto the card holder or check writer):

- Visa/MasterCard/Discover Volume 2.65%
- Amex – 2.65%
- Minimum fee: \$3.00
- Online ACH Payments – Flat fee of \$1.50
- Setup fee: \$0.00
- Support fee: \$0.00
- Annual fee: \$0.00
- Monthly fee: \$0.00
- Termination fee: \$0.00

Equipment if necessary:

- Equipment - \$229.00 if applicable
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SCHEDULE A

SERVICES AND FEE SCHEDULE

SERVICES

Under this Agreement, NICS will provide Subscriber with a subscription to the following hosted Software and Services.

Hosted Software

Checkout (OTC) – Checkout (OTC) is the NICS proprietary web-based application that will act as the interface for the Subscriber to input certain data, including name, address, and credit card information, necessary to process a payment.

TPE - TPE is the NICS proprietary payment engine that will act as the middleware between Checkout (OTC) and the credit card authorization network to obtain authorization and settlement of funds from the End-Users card issuing bank.

Web-based Reporting/Administration Tools – NICS will assign Subscriber secure access to real-time online reporting tools for the purposes of issuing refunds, order research, daily and monthly reporting, and accounts reconciliation.

Services

Payment Processing Services – NICS will provide Subscriber with credit card payment processing services for any credit or debit card with the Visa™, Discover™, MasterCard™, or American Express™ logo. Other branded cards can be accepted by written mutual consent of both Parties. However, NICS reserves the right to make Fee changes in order to process other cards.

Client Technical Support – NICS will provide a telephone number as well as an email address to the Subscriber for reporting any technical difficulties.

Chargeback Retrieval/Research – A chargeback occurs when an End-User disputes the transaction with their card issuing bank. The card issuing bank will contact NICS asking for supporting documentation to verify that the transaction was legitimate and processed with the consent of the End-User. NICS will work with the card issuing bank to resolve chargebacks in a timely manner.

Payment Service Devices

NICS will provide Payment Service Devices during the term of this Agreement at Subscriber's cost. "Payment Service Devices" means **First Data FD40**. Subscriber will maintain the Payment Service Devices in its possession and upon Agreement termination or expiration, either return or properly dispose of the devices.

FEES

Set-up fees – NICS will charge Subscriber a one-time set-up fee of \$500 upon signing the Agreement.

Enhanced Access Fees – NICS will charge End-User 3% per transaction added to total payment if paid via a credit card. Subscriber understands that credit card merchant fees, which are included in Enhanced Access Fees, are set outside the control of NICS. NICS reserves the right to increase Enhanced Access Fees after providing written notice to Subscriber.

eCheck/ACH Fees – NICS will charge End User \$1.50 per eCheck/ACH transaction.

Payment Service Device Fee – NICS will charge Subscriber the market price, which is currently \$250/Payment Service Device; NICS will invoice Subscriber for such one-time Fees on a monthly basis, as applicable.

Refunds – NICS understands that from time to time Subscriber may have to refund End-User the transaction amount. Subscriber will coordinate with NICS to verify the refund amount and it will be the responsibility of the Subscriber to issue refunds to End-Users at Subscriber's discretion. However, due to the potential of large transaction payments, NICS may ask Subscriber to remit to NICS the refund amount, before NICS issues the refund. In cases where NICS issues a refund without requesting Subscriber to remit payment prior to issuing the refund, NICS will "net" all refunded amounts from future disbursements.

Chargeback Retrieval/Research –

In the event of End User chargeback upheld in the End User's favor, NICS will invoice Subscriber on a monthly basis for the amount of the chargeback.

eCheck/ACH Returns/Disputes – NICS will invoice Subscriber on a monthly basis for any eCheck/ACH return amount. It is the Subscriber's responsibility (rather than NICS) to pursue collection on all ACH returns from the End User.

Flow of Funds

