

# eCommerce registration tips

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Zedmed provides this guide to help customers complete Tyro's eCommerce registration form.

## Requirements

- A bank statement from the account you would like the funds to go to
  - You may need a copy of your passport or other ID.
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## Welcome Page

Nothing to do on this page except agree to the Privacy Statement & Consent.

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## Page 1

There is nothing to do on this page except for the last question:

### Would you like to proceed with a joint EFTPOS and Tyro Bank Account solution?

No, I prefer not to have the Tyro Bank Account and don't want same-day settlement options for my EFTPOS takings.

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## Page 3

### Business Entity Details

- **Country of Operation** – Australia
  - **Registered Entity Name** – The name that your ABN is registered to.
  - **ABN** – your ABN
  - **Entity Type** – Trust, Private Company, Sole Trader
  - **Date registered** – Use the ABN lookup button by “Country of Operation” if you don't know the date.
  - **Doing business as** – The name of your entity
  - **Website URL** – not mandatory to complete, so can leave blank
  - **Registered address** – the address your business is registered at: a home address for sole traders.
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### Primary Contact

- **First name:** Your first name
- **Last name:** Your last name
- **Email address:** The email address you would like to list for Tyro to contact you if needed
- **Mobile Number:** Your mobile number for contact
- **Business Phone Number:** Can be the same as above

## eCommerce Administrator

This space can be used to nominate a PM (or other trusted staff) as an administrative authority over the eCommerce account.

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## Page 4

### About your business

- **Industry Sector:** Use the drop-down menu and choose “Health and Government”.
- **Sub Industry:** Use the drop-down menu and choose “8011 Doctors and Physicians”.
- **Business Summary:** Doctor – General practitioner or otherwise specified field.

### About your current Transactions

- What is the average price you charge for your goods and services? This does not need to be an accurate number, just the best guess.
- What is the average number of monthly transactions you anticipate will be processed on cards? Same as above.
- Estimated Annual turnover? Same as above

### How and when do you take payments?

- How do you take payments? Use the drop-down menu and select “Website and Other”.
  - Link to Website: Link your Online Appointment booking page here
  - Do you take payments for goods/services delivered at a later date?
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## Page 5

### Settle to a Linked Account

- **Your linked account:** This is the account where you would like your payments to go. Possibly the same account where your private payments and Medicare payments go. Your PM will be able to give you those account details.
  - **Text to appear in your bank statement:** This can be whatever you want it to be, eg. Online Tyro
  - **Where would you like your fees debited from?** Leave this as “Same as above”
  - **Please upload a Bank Statement for your Settlement Account:** PM can help you upload if needed.
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## Page 6

### Your organisation Tree

- Should already be pre-filled

### Your related individuals

- It should already be pre-filled; however, there is the option to edit.
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## Page 7

### Direct Debit Authorisation Request

- Read page 6 and click on **Agree and Continue**
  - \*Remember, there are no fees for this service
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## Page 8

### Merchant Declaration

Read page 7 and click on **Agree and Continue**

- **Your Agreements require 1 signatory. Please select from the following:** Your signatory will be pre-filled. You can either click on “Submit and send for signing”.
- OR
- Under signing options, use the drop-down menu and choose “I will sign.” This may prompt you to upload an ID.
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### You're all done!

Once the registration form has been verified and all applicants have received the two confirmation emails from Tyro, please reach out to your Customer Success Specialist who will proceed with our Payment Gateway setup.

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