

A Step-By-Step Guide

Overview: Accept customers' credit card payments in your website's BigCommerce shopping cart by connecting it with Authorize.net, to which your new merchant account is already connected.

1

Welcome Email

Once approved for a merchant account, you'll receive a welcome email with your **Authorize.net Login**, **API Login ID Key**, and **Transaction Key**. Save this information.

2

Activate Authorize.net in BigCommerce

- In your BigCommerce dashboard, go to “**store setup**” then select “**payments.**”
- Click the “**Online Payment Methods**” tab, select “**Authorize.net**”, and click the “**Set Up**” button on the far right.
- Clicking “**get started now**” to begin the setup process.

3

Complete Setup Process

Enter the Following in Settings:

- Display Name: “**credit/debit.**”
- Merchant ID: **See your Welcome Email**
- Authorize.net Username/Password: **See Welcome Email.**
- Transaction Key: **See Welcome Email.**

4

Start Processing!

You are now ready to start accepting credit cards in your shopping cart via Authorize.Net and your new merchant account!

Need Help?

Contact Your Customer Success Manager
888-225-9405 • support@soarpay.com

