

## **American Express Feed Implementation Form**

**PLEASE NOTE:** If the Data is crossing borders or a third-party vendor is involved, you will also need to complete the **Global Data Transfer Form** as well.

Please email the completed form to the Data Files Enablement Team:  
[electronic.transmissions.team@aexp.com](mailto:electronic.transmissions.team@aexp.com)

### **A. Client Information (Mandatory field)**

Company Name:
Street Address:
City:
State:
Zip:
Country:
Client Contact Name:
Contact Phone Number:
Contact Email Address:

### **B. American Express Field Representative (Optional)**

Name:
Phone:
Email:

### **C. Request Type (Mandatory field. Please check the appropriate boxes)** **For details on file type:**

GL1025 <input checked="" type="checkbox"/> Daily Transactions
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### **D. Account Details (Mandatory field):**

For details on Control number please see the glossary at the end of this document

If Customer does not have the info, call the AMEX Help Desk or reach out to Customer's AMEX field Representative.

Market/Country	CID	Control Account Number

### **E. Setup Type (Mandatory field):**

Push Type (American Express will deliver the file to Client Server) ☒

**F. Masking Options for card number and SSN number (Mandatory field):**

For detailed information on masking options please see the glossary at the end of this document

No Mask ☒

**G. Protocols (Mandatory for Push set up only):**

SFTP/SSH ☒

**H. Port Number (Optional for push set up only):**

22

**I. Remote Access Details: (Only Mandatory for Push set up if being changed):**

For detailed information on Remote access please see the glossary at the end of this document

**!!!!!! PLEASE KEEP THIS UNCHANGED!!**  
**THIS IS THE DEFAULT SETUP FOR EVERY FEED WITH CONTINIA**

Details	Production
Remote User Name	Existing setup with <b>AMEX</b>
Remote Password	Existing setup <b>with Continia</b> at AMEX
URL	Existing setup <b>with Continia</b> at AMEX
Directory	/
Delivery Filename	ClientName_ClientID_\$(DATE\$\$TIME\$__\$SEQ\$.pgp

**G. File Encryption (Optional):**

For detailed information on encryption please see the glossary at the end of this document

YES ☒

Encryption keys: Existing setup

**H. For Bulk Requests/Projects, only if more than 50 feeds (Mandatory field):**

Please provide the following information for requests including 50 or more file setups:

Number of files to be implemented:
Timeline (Date Range) for the project:
Technical point of contact for the project:

## **Glossary**

- 1) **CID:** Corporate ID
- 2) **Control Account number:** A15 Digit dummy account number under which the actual card numbers resides.
- 3) **Encryption:** Provides an additional level of security by using the Encryption key/code which has to be provided to American Express.
- 4) **Masking of Card numbers:** An option during data file setup enabling masking/hiding of the card numbers completely or partially on a data file.

For partial masking card numbers, there are 3 options, i.e. 5, 6, 7 which mean last 5 or 6 or 7 numbers of the card would be visible.

GL files:

- Credit Card numbers masking is supported
- SSN cannot be masked

KR files:

- Credit Card numbers all masking options are available
- SSN full and partial masking is supported.

**NOTE:** By default card numbers would be Unmasked.

- 5) **Remote Access:** American Express is able to deliver files directly to a client's server via remote access. The following details are required for American Express to remotely access a client's server:

**Remote User name:** this is the user name to access the client/requestor server.

**Remote Password:** this would be the password for the above mentioned user name.

**Remote URL:** IP address/URL for the client/requestor server.

**Delivery Directory:** Path of the folder on the client/requestor server in which the file has to be delivered.

Requestor/Client may need to involve their Technology teams to obtain the required details asked in the form.