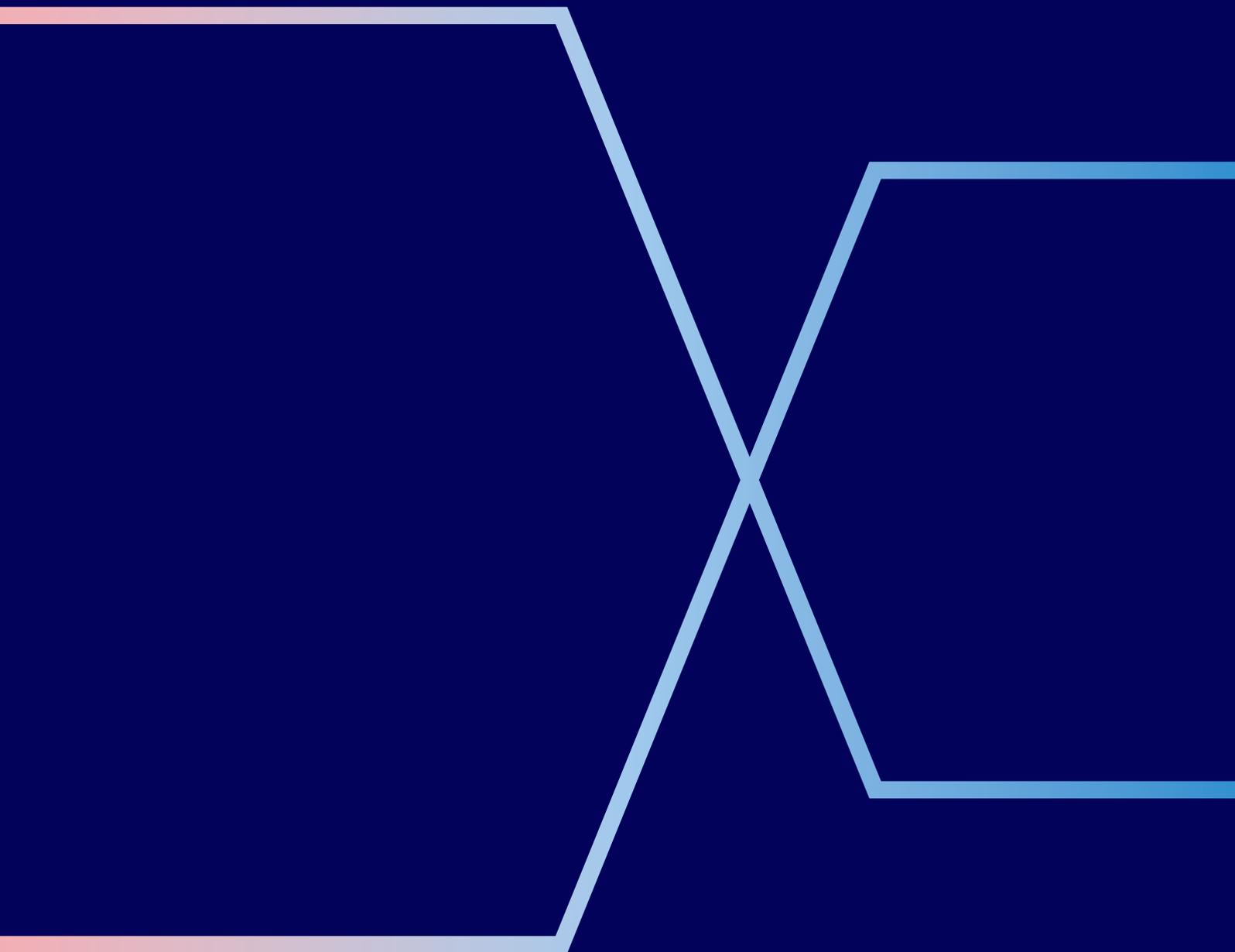


Visa transactions

Chargeback reason codes
Fraud group



Reason code 10.1: EMV Liability Shift Counterfeit Fraud

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	1.24%
Code usage frequency vs all Visa chargebacks 2024:	2.37%



Why might this happen?

The cardholder claims they did not make or authorise this transaction.

The issuing bank determines that the transaction was made card-present, using a card reported as counterfeit.

Despite appearing to be Chip & PIN, the transaction was either not finalised or initiated with a chip, possibly because the terminal used doesn't have a chip reader. Note that Elavon does not offer these terminals.

Here are some examples

1. The customer informs you that the chip on their card is damaged and asks you to use mag stripe instead.
2. You leave the terminal unattended, providing an opportunity for customer to use the mag stripe or manual entry instead of Chip & PIN.

How should you respond?

- If a non-chip reading terminal was used, you will be unable to defend the case. We recommended you accept the dispute.
- If you have a print-out confirming a Chip & PIN transaction (displaying "PIN VERIFIED") you should provide it as evidence.
- If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
- If the claim is valid, please accept the case.

Helpful information:

- Remember that the merchant is obligated to provide evidence that the claim is invalid, and any verbal agreements will not count.
- CCTV images are not considered as valid documentation.
- If you refunded the customer, please provide a refund receipt. Don't initiate any refunds once a chargeback process has begun

How can you prevent EMV Liability Shift Counterfeit Fraud chargebacks?

- Make sure your terminal has a chip reader and never process a transaction on a Chip card by using mag stripes or through manual entry.
- Never leave the terminal unattended while processing the transaction and monitor your customers' movements, without making them feel uncomfortable. If you think a card was swiped, check the receipt for confirmation that the Chip & PIN was used.
- Provide training and guidance to your staff.
- Make sure any refund goes to the card that was used to purchase, for the same amount. The cardholder must receive the amount originally debited, including any difference caused by currency conversion on both sale and refund transaction. If you need help with this, please contact our customers team to request re-processing.
- If the batch containing the original sale is still open, make sure you void/reverse the transaction instead of refunding.

Reason code 10.2: EMV Liability Shift Non-Counterfeit Fraud

Opening timeframe:

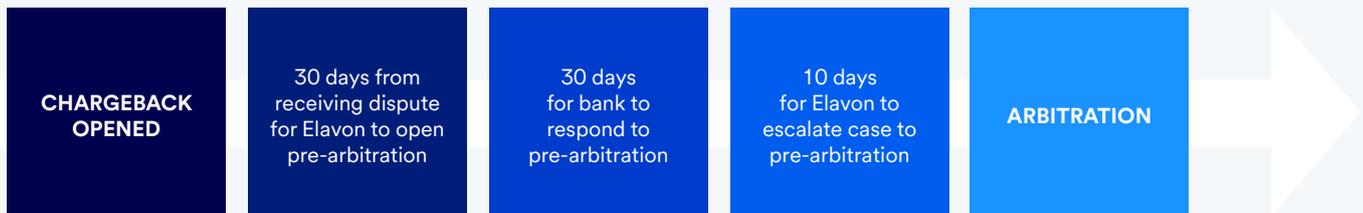
Code usage frequency v. all chargebacks 2024:

Code usage frequency vs all Visa chargebacks 2024:

Transaction date + 120 days

Almost 0%

Almost 0%



Why might this happen?

The cardholder claims they did not make or authorise this transaction. The issuing bank determines that the transaction was made card-present, using a card reported as lost or stolen.

Despite appearing to be Chip & PIN, the transaction was either not finalised or initiated with a chip, possibly because the terminal used doesn't have a chip reader. Note that Elavon does not offer these terminals.

Here are some examples

1. The customer informs you that the chip on their card is damaged and asks you to use mag stripe instead.
2. You leave the terminal unattended, providing an opportunity for customer to use the mag stripe or manual entry instead of Chip & PIN.
3. The original card has already been reported as lost or stolen.

How should you respond?

- If a non-chip reading terminal was used, you will be unable to defend the case. We recommended you accept the dispute.
- If you have a print-out confirming a Chip & PIN transaction (displaying "PIN VERIFIED") you should provide it as evidence.
- If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
- If the claim is valid, please accept the case.

Helpful information:

- Remember that the merchant is obligated to provide evidence that the claim is invalid, and any verbal agreements will not count.
- CCTV images are not considered as valid documentation.
- If you refunded the customer, please provide a refund receipt. Don't initiate any refunds once a chargeback process has begun

How can you prevent EMV Liability Shift Non-Counterfeit Fraud chargebacks?

- Make sure your terminal has a chip reader and never process a transaction on a Chip card by using mag stripes or through manual entry.
- Never leave the terminal unattended while processing the transaction and monitor your customers' movements, without making them feel uncomfortable. If you think a card was swiped, check the receipt for confirmation that the Chip & PIN was used.
- Provide training and guidance to your staff.
- Make sure any refund goes to the card that was used to purchase, for the same amount. The cardholder must receive the amount originally debited, including any difference caused by currency conversion on both sale and refund transaction. If you need help with this, please contact our customers team to request re-processing.
- If the batch containing the original sale is still open, make sure you void/reverse the transaction instead of refunding.

Reason code 10.3: Other Fraud – Card-Present Environment

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	3.5%
Code usage frequency vs all Visa chargebacks 2024:	6.85%



Why might this happen?

The cardholder claims they did not make or authorise this transaction.

Despite the transaction being card-present, the transaction was processed with manually entered card details, possibly on a cloned card using the mag stripe. In general, transactions made by swiping a card always require extra care.

The card used was not reported as counterfeit, lost or stolen at the point of transaction.

Here are some examples

1. Fraudsters may arrive in groups, possibly create distractions to attracting employee attention, while the card user completes their transaction manually.
2. You leave the terminal unattended, providing an opportunity for customer to use the mag stripe or manual entry instead of Chip & PIN.
3. Cloned cards may be used, which are recreated plastic cards with a mag stripe. The transaction is re-coded to instruct the terminal to process it manually. This will generate a receipt asking for a signature, which makes the transaction appear valid.
4. The customer informs you that the chip on their card is damaged and asks you to use mag stripe instead

How should you respond?

- If you have a print-out confirming a Chip & PIN transaction (displaying “PIN VERIFIED”) you should provide it as evidence.
- If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
- If the claim is valid, please accept the case.

Helpful information:

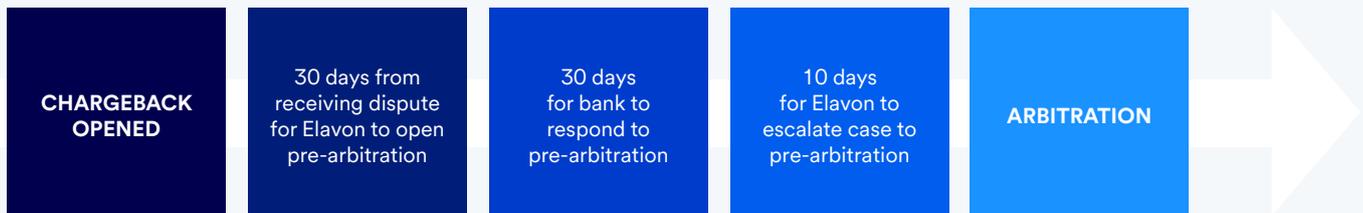
- Remember that the merchant is obligated to provide evidence that the claim is invalid, and any verbal agreements will not count.
- CCTV images are not considered as valid documentation.
- If you refunded the customer, please provide a refund receipt. Don't initiate any refunds once a chargeback process has begun.

How can you prevent Other Fraud – Card-Present Environment chargebacks?

- Never process a transaction on a Chip card by using mag stripes or through manual entry.
- Be extra cautious when processing swipe cards.
- Never leave the terminal unattended while processing the transaction and monitor your customers' movements, without making them feel uncomfortable. If you think a card was swiped, check the receipt for confirmation that the Chip & PIN was used.
- If you have a terminal not provided by Elavon, please check with their customer service team how any manually entered transaction will be shown on receipts.
- Provide training and guidance to your staff.
- Make sure any refund goes to the card that was used to purchase, for the same amount. The cardholder must receive the amount originally debited, including any difference caused by currency conversion on both sale and refund transaction. If you need help with this, please contact our customers team to request re-processing.
- Remember that when a cardholder is on the phone, you should not answer 'YES' to your terminal's question "is the cardholder present?" Present means physically there.
- If the batch containing the original sale is still open, make sure you void/reverse the transaction instead of refunding.

Reason code 10.4: Other Fraud Card-absent Environment

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	24.5%
Code usage frequency vs all Visa chargebacks 2024:	46.71%



Why might this happen?

The cardholder claims they did not make or authorise this transaction.

The transaction is processed without the card physical present at your business. That could mean a mail order telephone order (MOTO) transaction, or an e-commerce transaction without 3D-Secure protocol.

The card was not blocked or reported as lost or stolen at the point of transaction. It could have also been cloned and swiped through the terminal, with the mag strip details hacked and the terminal instructed to read the transaction as a manual entry with cardholder not present.

How should you respond?

1. If the same customer made an additional purchase with you, using the same card, and the transaction was not disputed, this evidence can be used to prove that the cardholder was in contact with you. You should provide details of the additional payment, showing cardholder and card details. Note that the cardholder can still deny that the new transaction was authorised.
2. Provide documentation, including that address verification was done and confirmed correct, confirmation that delivery address matched, and that delivery completed successfully.
3. Provide any correspondence with the customer. If you successfully contacted the customer and they agreed to cancel the dispute, please ask them for written confirmation.
4. If the transaction was an addendum charge related to a previous rental or stay, provide evidence to connect both charges, with documentation explaining what the additional charges were for. This could include invoices, terms & conditions, customer communications about additional charge, written proof of customer's agreement with you.
5. If the transaction appears to be 3D-Secured, please contact your gateway's technical support team to obtain 3DS or NPI logs, which will show if any downgrade took place.

Helpful information:

- Remember that the merchant is obligated to provide evidence that the claim is invalid, and any verbal agreements will not count.
- CCTV images are not considered as valid documentation.
- If you refunded the customer, please provide a refund receipt. Don't initiate any refunds once a chargeback process has begun.
- Please note that even delivering the best possible documentation, if the transaction was not secured, the case might still be resolved in cardholder's favour. That is why it is important to secure your business and decrease fraud risk.
- If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
- If the claim is valid, please accept the case.

How can you prevent Other Fraud – Card-absent Environment chargebacks?

- Avoid MOTO transactions. Instead, consider setting up e-commerce website or using Pay-by-link, which directs the customer to a payment gateway (remember that both options require 3D-Secure to be considered safe).
- Ensure your payment gateway doesn't allow transactions to go through without 3D-Secure. Try not to use credentials on file too often, nor set too high a floor limit.
- Store more than just a receipt to ensure you can provide the evidence you need.
- Always make sure that MOTO and e-commerce without 3D-Secure transactions use AVS (Address Verification System) to confirm addresses. Fully correct AVS does not secure the transaction but flags potential fraud, so you can make informed decisions.
- Remember that when a cardholder is on the phone, you should not answer 'YES' to your terminal's question "is the cardholder present?" Present means physically there.
- Be extra cautious when processing swipe cards.
- If you have a terminal not provided by Elavon, please check with their customer service team how any manually entered transaction will be shown on receipts.
- Provide training and guidance to your staff.
- Make sure any refund goes to the card that was used to purchase, for the same amount. The cardholder must receive the amount originally debited, including any difference caused by currency conversion on both sale and refund transaction. If you need help with this, please contact our customers team to request re-processing.
- If the batch containing the original sale is still open, make sure you void/reverse the transaction instead of refunding.
- Make sure the name of your company is clearly visible on cardholder statements.

Reason code 10.5: Visa Fraud Monitoring Programme

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	0%
Code usage frequency vs all Visa chargebacks 2024:	0%



Why might this happen?

Visa Inc. notifies the issuing bank that a transaction took place on an account flagged by the Visa Fraud Monitoring Program. The bank is permitted to open a chargeback as a result of Visa's notification.

How should you respond?

1. If you noticed that the transaction was already disputed, you can address it directly with Elavon to verify confirm if this is the same transaction.
2. If you successfully contacted the customer and they are willing to cancel the dispute, please ask them for written confirmation and provide it to us.
3. If the claim is valid, please accept the case. Do not do any refunds on your own after chargeback has been opened.

How can you prevent Visa Fraud Monitoring Program chargebacks?

- Make sure that you secure your business as well as possible.

Helpful information:

- If your account has seen an excessive amount of fraud transactions, it will be placed on hold or terminated. It might also result in being listed on the Visa Fraud Monitoring Program, leading to this type of chargeback along with those requested by cardholder.
- Note that in 2024, Elavon did not receive any cases with this reason code.

Authorisation Group

Reason code 11.1: Card Recovery Bulletin

Opening timeframe:	Transaction date + 75 days
Code usage frequency v. all chargebacks 2024:	0%
Code usage frequency vs all Visa chargebacks 2024:	0%



Why might this happen?

The transaction was performed on a card that was listed in the Card Recovery Bulletin.

While attempting to charge the card, you may receive a terminal message to “Pick up Card”. This is asking you to confiscate the card, assuming you feel safe and comfortable doing that.

Instead of asking for another payment method, or declining the sale, the transaction is forced through, resulting financial loss to the issuing bank.

How should you respond?

1. If authorisation wasn't properly obtained, or the amount was not refunded to the same card before the chargeback, it cannot be defended.
2. If the claim is valid, please accept the case. Do not do any refunds on your own after chargeback has been opened.

How can you prevent Card Recovery Bulletin chargebacks?

- You should never force a transaction without a proper authorisation code. If you receive a message on your terminal that the card needs to be recovered, do not try to make the transaction again or use Force. Instead ask for a different payment method.
- Unless your business requires use of pre-authorisations, all transactions should be settled on the same day as their authorisation.

Helpful information:

- Presence on the Recovery Bulletin might be a result of cardholder forgetting to unblock their card after finding it, but it also might be fraudster trying to use a stolen or lost and found card.
- Note that in 2024, Elavon did not receive any cases with this reason code.

If the authorisation code expires, but you attempt to make the transaction, it might turn out that the card was already blocked.

- Do not accept any authorisation codes from the cardholder.
- Provide training and guidance to your staff.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale, for the same amount.

Reason code 11.2: Declined Authorisation

Opening timeframe:	Transaction date + 75 days
Code usage frequency v. all chargebacks 2024:	0.01%
Code usage frequency vs all Visa chargebacks 2024:	0.01%



Why might this happen?

The original transaction was attempted and declined by the bank, or flagged for the merchant to Pick up Card. After the decline, the transaction was processed with option Force and no valid authorisation code.

How should you respond?

1. If authorisation wasn't properly obtained, or the amount was not refunded to the same card before the chargeback, it cannot be defended.
2. If the claim is valid, please accept the case. Do not do any refunds on your own after chargeback has been opened.

How can you prevent Declined Authorisation chargebacks?

- You should never force a transaction without a proper authorisation code. If you receive a message on your terminal that the card needs to be recovered, do not try to make the transaction again or use Force. Instead ask for a different payment method.
- Unless your business requires use of pre-authorisations, all transactions should be settled on the same day as their authorisation. If the authorisation code expires, but you attempt to make the transaction, it might turn out that the card was already blocked.
- Do not accept any authorisation codes from the cardholder.
- Provide training and guidance to your staff.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale, for the same amount.

Reason code 11.3: No Authorisation/late presentment

'Late presentment' became part of this reason code on 13 April 2024, as its core is the same as 'No authorisation.'

Opening timeframe:	Transaction date + 75 days
Code usage frequency v. all chargebacks 2024:	1.65%
Code usage frequency vs all Visa chargebacks 2024:	3.15%



Why might this happen?

There are several scenarios that could lead to this type of chargeback.

- There was no attempt to make a transaction. Instead, the Force option was used.
- The authorisation code was used to process a transaction for a different amount than authorised.
- The authorisation code was previously reversed on the merchant's side. This could be a result of attempting to release pre-authorisation first, then using the same authorisation code for different amounts.
- The transaction was taken offline, without connection with the bank through the terminal.
- The authorisation code used to process the transaction was expired.

How should you respond?

If authorisation was not properly used, and the amount was not refunded to the same card before the chargeback, it cannot be defended.

1. If the claim is valid, please accept the case.
2. If you refunded the customer, please provide a refund receipt. Don't initiate any refunds once a chargeback process has begun.

How can you prevent No Authorisation/Late Presentment chargebacks?

- You should never force a transaction without a proper authorisation code. If you receive a message on your terminal that the card needs to be recovered, do not try to make the transaction again or use Force. Instead ask for a different payment method.

- Unless your business requires use of pre-authorisations, all transactions should be settled on the same day as their authorisation. If the authorisation code expires, but you attempt to make the transaction, it might turn out that the card was already blocked.
- Do not accept any authorisation codes from the cardholder.
- Provide training and guidance to your staff.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale, for the same amount.
- Authorisation codes are assigned to one specific transaction, for the exact amount. If you are trying to increase the transaction amount, don't use a previously obtained code.
- If you need to change the amount of the pre-authorisation, the best option is to complete the pre-authorisation with the original amount and then create a new transaction for the remaining amount.
- We don't recommend pre-authorising amounts are higher than will be required. Please keep in mind that bank release of funds could take up to a month for debit cards, two weeks for credit cards. After you perform the reversal, the amount will not be released immediately, and the cardholder may not have sufficient funds for a new transaction.

Processing Error Group

Reason code 12.1: Late Presentment

This reason code is no longer in use. As from 12th April 2024, Late Presentment has been moved to 11.3 No Authorisation & Late Presentment.

Reason code 12.2: Incorrect Transaction Code

Opening timeframe:	Transaction date + 75 days Refund processing date + 120 days
Code usage frequency v. all chargebacks 2024:	0.02%
Code usage frequency vs all Visa chargebacks 2024:	0.04%



Why might this happen?

- A sale was processed instead of a refund. Cardholder claim they were supposed to be refunded but instead a sale was processed.
- A refund was instigated instead of a reversal. This applies to transactions processed by error, or which were fraudulent, which were reversed despite the batch still being open.
- If there is a difference between the sale and refund amounts, after currency conversion, it may result in this chargeback.

How should I respond?

1. If the disputed sale was not supposed to be a refund, you should provide proof of sale, through a sale receipt from the cash register, an invoice or digital details about the sale, which clearly connect it to the transaction.
2. If the refund was not due to processing error or fraud, please provide documentation proving the validity of the original sale, such as order confirmations, invoices, correspondence, contracts, Ts & Cs and disclosure.
3. If the refund was due to processing error or fraudulent transaction, liability for currency conversion due to making a refund instead of reversal sits on the merchant side. Please accept the case.

4. If you successfully contacted the customer and they are willing to cancel the dispute, please ask them for written confirmation and provide it to us.
5. If the claim is valid, please accept the case. Do not do any refunds on your own after chargeback has been opened.

How can you prevent Incorrect Transaction Code chargebacks?

- Making a sale instead of refund is usually due to human error. Take care and react immediately if you notice any error, and if the batch is still open, you should reverse/void the transaction and not process a refund.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale, for the same amount and provide a receipt. Do not connect multiple transactions with one refund, as it will make it hard for the bank to locate the refund before opening a chargeback.
- Although it is not mentioned directly in Visa Regulations, a small number of fraudulent transactions are disputed under the Incorrect Transaction Code due to refund vs. sale amount. To avoid this, contact our customer service team to request transaction reprocessing, which works like reversal.

Reason code 12.3: Incorrect Currency

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	0.01%
Code usage frequency vs all Visa chargebacks 2024:	0.01%



Why might this happen?

The cardholder claims either that you have not offered the choice of currency they wish to pay in, or you chose the other option against their wishes.

How should you respond?

1. If the chargeback is opened for the full amount of the transaction, please respond with confirmation of which currency should be used. The chargeback will be accepted, and the transaction reprocessed once again in the correct currency. The cardholder will be debited again and your account credited. However, please keep in mind that reprocessing the transaction may result in an 11.3 No Authorisation/Late Presentment chargeback.
2. If the chargeback is for a partial amount (the difference between what the cardholder paid if you offered a choice of currency vs. what was actually paid), please provide proof that cardholder accepted the currency used during the transaction. This can be a signed receipt, email conversation with customer's written request of the currency, or you can demonstrate where on your website the customer can change the currency along with confirmation of the currency chosen for disputed transaction.
3. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
4. If the claim is valid, please accept the case.
5. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.

Helpful information:

- Please be advised that CCTV images are not considered as valid documentation.

How can you prevent Incorrect Currency chargebacks?

- Make sure you react accurately to the terminal asking about the currency and you are not skipping this part while making the transaction. Ask the cardholder to choose the currency by themselves.
- Provide training and guidance to your staff.
- If you have a website that shows amounts in a different currency but process only in your local currency, make sure that the cardholder is aware what they see is a possible amount after conversion, not confirmation they will pay in their own currency.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.

Reason code 12.4: Incorrect Account Number

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	0.03%
Code usage frequency vs all Visa chargebacks 2024:	0.06%



Why might this happen?

This reason code relates to incorrect card numbers and is similar to those in the Authorisation Group. Most are credit chargebacks, refunds made manually to an incorrect card number which the bank can see, but which it can't connect to a cardholder. This code can also apply if you try to charge a non-existent card offline, without connection through Elavon to the issuing bank for authorisation.

How should you respond?

1. If you received a credit chargeback (a credit note without a debit note) no action is needed. However, we would recommend you contact your customer, as they will not have received the refund you attempted.
2. If you received a standard debit chargeback, you should provide the terminal receipt showing the transaction was authorised. Our team will verify this.
3. If the debit claim is valid, please accept the case.
4. Do not implement any refunds after a chargeback has been opened.

How can you prevent Incorrect Account Number chargebacks?

- As these are issues related to incorrect card numbers, make sure you and your staff always confirm the card number with the cardholder.

Reason code 12.5: Incorrect Amount

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	0.62%
Code usage frequency vs all Visa chargebacks 2024:	1.19%



Why might this happen?

The cardholder claims that the amount of the transaction that was settled is different from the agreed one.

How should you respond?

1. If the transaction amount is correct, you should provide evidence (till receipt, invoice, order confirmation) plus any communication with the customer about the amount to be charged.
2. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
3. If the claim is valid, please accept the case.
4. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened. If the refund amount differs, but the reason for it and the chargeback is the same, please provide your refund policy and evidence of how this is communicated to customers.

How can you prevent Incorrect Amount chargebacks?

- Make sure that customers clearly understand the amount they need to pay and what's included in their purchase.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.

Reason code 12.6.1: Duplicate Processing

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	2.07%
Code usage frequency vs all Visa chargebacks 2024:	3.94%



Why might this happen?

The cardholder claims they have been charged twice for the same service/product.

Duplicate Processing is one of two reason codes that are repeated to multiple payments, and in this case relates to two sales made on the same card. This can be a system or human error.

The date and the amount of the transaction may not be the same.

For example, a hotel may charge their guests for accommodation at check-in. During their stay, the guest used additional services to be paid for separately. Instead, the hotel processes one new transaction, which includes accommodation and added services. Here, Visa will permit processing a chargeback on two transactions with different days and amounts.

How should you respond?

1. If you agree that the second transaction is an error, please accept the case. Do not make new refunds. Visa regulations clearly state that once a chargeback is opened, no other refunds or sales to reclaim the amount should be made.
2. If you disagree, please provide proof of sale for both transactions. Please remember that the terminal receipt only proves that there were multiple transactions, so you need to provide any other proof that shows the cardholder ordered/used the same service twice.
3. If you cannot see a duplicate payment on your side, please check your reports on Elavon Connect to see if the second transaction went through. Check any additional Merchant IDs, or other Acquirers processing your transactions. If you still cannot see the second transaction, provide an official written statement that the second transaction does not belong to you and we will attempt to verify that situation.
4. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.

5. If the claim is valid, please accept the case.
6. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.

How can you prevent Duplicate Processing chargebacks?

- Try to check for any discrepancy between card sales and batches. If you find a duplicated transaction before a chargeback, you can still make a refund or reversal/void. You may not have full card details, but if you contact our Customer Service and request action from our side, we will reprocess the transaction for you.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.

Reason code 12.6.2: Paid By Other Means

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	1.46%
Code usage frequency vs all Visa chargebacks 2024:	2.79%



Why might this happen?

The cardholder claims they have been charged twice for the same service/product.

Duplicate Processing is one of two reason codes that are repeated to multiple payments, and in this case relates to two sales paid for using different methods. This can be a system or human error.

The date and the amount of the transaction may not be the same.

For example, a hotel may charge their guests for accommodation at check-in. During their stay, the guest used additional services to be paid for separately. Instead, the hotel processes one new transaction, which includes accommodation and added services. Here, Visa will permit processing a chargeback on two transactions with different days and amounts.

How should you respond?

1. If you agree that the second transaction is an error, please accept the case. Do not make new refunds. Visa regulations clearly state that once a chargeback is opened, no other refunds or sales to reclaim the amount should be made.
2. If you disagree, please provide proof of sale for both transactions. Please remember that the terminal receipt only proves that there were multiple transactions, so you need to provide any other proof that shows the cardholder ordered/used the same service twice.
3. If you cannot see a duplicate payment on your side, please check your reports on Elavon Connect to see if the second transaction went through. Check any additional Merchant IDs, or other Acquirers processing your transactions. If you still cannot see the second transaction, provide an official written statement that the second transaction does not belong to you and we will attempt to verify that situation.
4. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.

5. If the claim is valid, please accept the case.
6. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.

How to prevent Paid by Other Means chargebacks?

- Try to check for any discrepancy between card sales and batches. If you find a duplicated transaction before a chargeback, you can still make a refund or reversal/void. You may not have full card details, but if you contact our Customer Service and request action from our side, we will reprocess the transaction for you.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.

Reason code 12.7: Invalid Data

Opening timeframe:	Transaction date + 75 days
Code usage frequency v. all chargebacks 2024:	Almost 0%
Code usage frequency vs all Visa chargebacks 2024:	Almost 0%



What could be the reason for this chargeback?

This is an unusual reason code resulting from technical error, causing discrepancies between any of transaction date, MCC (business type code), merchant or transaction type, country code, state code, special indicators, or other factors.

How to respond to such a case?

1. If you see a chargeback using this code, please check with our Customer Service to verify what went wrong and if the case is valid. If invalid, we will ask you to provide some explanation of why the error occurred.
2. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
3. If the claim is valid, please accept the case.
4. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.

How to prevent Invalid Data chargebacks?

- Make sure that you always keep us up to date with your business details.
- If a terminal is assigned to one location, it should never be transferred to another without discussing it with our customer service team. This is especially true if the business type is different. If you have one fashion retail business, and another providing beauty services, each terminal needs to have different MCCs assigned – e.g. for Miscellaneous Retail Stores (5999) and for Beauty (7230)
- If you decide to refund any transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.

Consumer dispute group

Reason code 13.1: Merchandise/Service Not Received

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	7.08%
Code usage frequency vs all Visa chargebacks 2024:	13.5%



Why might this happen?

The cardholder claims that the service or merchandise they paid for was not received within the agreed time. This could include scenarios where the service or merchandise you provide is delayed, without cardholder's agreement.

How should you respond?

1. If the merchandise or service was provided, we require undeniable, signed proof of delivery. The signature should be clear, and not an 'x' or such. If delivery of the merchandise was done through a drop-box, we require confirmation showing the drop box was opened by the person who made the order, or a person authorised (by using a code or application). Please contact the courier company to obtain such information
2. If the delay in receiving service/merchandise was previously known to the cardholder, please confirm how it was communicated, along with your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
3. If the delay is a result of the customer's absence, please provide an explanation, with proof (for example, written communication with the customer).
4. If the chargeback is a result of non-refundable cancellation, please provide proof of the cancellation, along with your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
5. If the transaction relates to service that is still to be provided, please provide the details of the corresponding sale.

6. If the transaction is a part of a sale waiting for full payment, or a deposit, please provide your contract along with your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
7. If you contacted the customer and they confirmed they no longer dispute the transaction, please ask them for written confirmation and provide it along with your rebuttal. Please do not rely on your response only. If the case is escalated, we will not be able to defend it.
8. If your business transactions happen only at the point of sale/service provision, please provide your terminal receipt, till receipt/invoice and official statement confirming that your business operates as sold-as-seen.
9. If the shipment was held by customs in cardholder's country, please provide tracking details showing status.
10. It is possible that this reason code is used to bypass Fraud Group reason code criteria, e.g. the claim that that service was not received as the transaction was fraudulent. In that case, please respond with your official statement and what the transaction was for.
11. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
12. If the claim is valid, please accept the case.
13. Do not implement any refunds on your own after a chargeback has been opened.
14. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

How can you prevent Merchandise/Service Not Received chargebacks?

- Make sure your delivery options include valid proof of delivery. Tracking confirmation and pictures of packages are not always sufficient proof of delivery (packages can be stolen). Only signed proof of delivery and drop box pickup confirmations are considered acceptable.
- Make sure you have properly disclosed the delivery period and potential delays on your website or during the sale.
- If you run a business focused on pre-paid face-to-face sales (for example wedding dresses which are usually paid for up front) make sure you have a contract and eventually, signed proof of provision.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.

Helpful information:

What is considered to be a properly disclosed Terms & Conditions and Refund policy?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

Reason code 13.2: Cancelled Recurring Transaction

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	1.46%
Code usage frequency vs all Visa chargebacks 2024:	2.78%



Why might this happen?

The cardholder claims they withdrew their permission to charge their account as they no longer use the service. The card may also be cancelled but still charged despite that.

How should you respond?

1. If the cardholder used the service or subscribed products were delivered and not returned, please provide proof of use (proof of delivery (postal or electronic), system logs showing the customer logged in and used service).
2. If you have already refunded the customer, please provide proof of the refund.
3. Note that Visa does not accept minimum period of recurring transactions and service usage. Even if your contract with the cardholder is for minimum 12 months, any cancellation request should be actioned. If it was not, please accept the case.
4. It is possible that this reason code is used to bypass Fraud Group reason code criteria, e.g. the claim that that service was not received as the transaction was fraudulent. In that case, please provide evidence what the transaction was for (invoice, till receipt etc.) and your official statement, denying processing recurring transactions.
5. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
6. If the claim is valid, please accept the case.
7. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.
8. If the refunded amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

How to prevent Invalid Data chargebacks?

- Make sure that you always keep us up to date with your business details.
- If a terminal is assigned to one location, it should never be transferred to another without discussing it with our customer service team. This is especially true if the business type is different. If you have one fashion retail business, and another providing beauty services, each terminal needs to have different MCCs assigned – e.g. for Miscellaneous Retail Stores (5999) and for Beauty (7230)
- If you decide to refund any transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.

Reason code 13.2: Cancelled Recurring Transaction

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	1.46%
Code usage frequency vs all Visa chargebacks 2024:	2.78%



Why might this happen?

The cardholder claims they withdrew their permission to charge their account as they no longer use the service. The card may also be cancelled but still charged despite that.

How should you respond?

1. If the cardholder used the service or subscribed products were delivered and not returned, please provide proof of use (proof of delivery (postal or electronic), system logs showing the customer logged in and used service).
2. If you have already refunded the customer, please provide proof of the refund.
3. Not that Visa does not accept minimum period of recurring transactions and service usage. Even if your contract with the cardholder is for minimum 12 months, any cancellation request should be actioned. If it was not, please accept the case.
4. It is possible that this reason code is used to bypass Fraud Group reason code criteria, e.g. the claim that that service was not received as the transaction was fraudulent. In that case, please evidence what the transaction was for (invoice, till receipt etc.) and your official statement, denying processing recurring transactions.
5. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
6. If the claim is valid, please accept the case.
7. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.
8. If the refunded amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

Helpful information:

What is considered to be a properly disclosed Terms & Conditions and Refund policy?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

How can you prevent Cancelled Recurring Transaction chargebacks?

- Ensure you cancel the customer's subscription and recurring transactions without a delay.
- Maintain access to details which can prove that the cardholder used the service or received product despite cancellation, to offer proof that service was not cancelled.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.

Reason code 13.3: Not As Described/Defective

Opening timeframe:	Transaction date + 120 days Received date + 120 days Refund + 120 days If during 120 days, negotiations were attempted, additional 60 days may be permitted
Code usage frequency v. all chargebacks 2024:	1.67%
Code usage frequency vs all Visa chargebacks 2024:	3.18%



Why might this happen?

Cardholder claim the service or product they purchased does not match the description offered at the time of purchase. This might be due to outdated descriptions, or to incorrect product being sent. This reason code can also be used if the received product or services were damaged or defective, including damage during shipping.

For virtual cards issued by travel and accommodation agencies using Visa Commercial Card Virtual Account, this code can be used if the contractual agreement between agency and merchant was not honoured.

How should you respond?

1. You will need to provide as much evidence as you can, including invoices, contracts (remember that documentation signed by the cardholder has strongest value), service reports (such as detailed job summaries, MOT etc.), and correspondence with the customer.
2. If the customer reviewed your service online positively and you are able to prove connection between the reviewer and the cardholder, this can be used as evidence.
3. You may also find it useful to secure expert opinion, agreeing that your services are verified, certified and not defective.
4. Remember that there must be a link between the product provided and the one sent for external expertise (for example serial number).
5. If the product or service was not returned/cancelled, please provide an official statement. Remember that for fake returns (replacements which are false products, empty packaging, the same model but older) you need to provide proof that the returned product is not the one you sent.
6. If you've replaced/repaired/resolved product or services, please provide evidence. This could be a job report, shipping details, documentation linking your action with the claim, proof of resolution provided (discounts/vouchers, room upgrades/switches accepted by the cardholder).

Helpful information:

What is considered to be a properly disclosed Terms & Conditions and Refund policy?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

7. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
8. If the claim is valid, please accept the case.
9. If you refunded the transaction, you should provide a receipt. Do not implement any refunds on your own after a chargeback has been opened.
10. If the refunded amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

How can you prevent Not as Described/Defective chargebacks?

- Ensure that your product and service descriptions are clear and frequently updated.
- As a merchant selling products and services, you are responsible for their quality. Never refer your customers to manufacturers.
- Try to resolve issues and ensure your policies adhere to card scheme regulation. Accepting card transactions means you accept card scheme rules.
- Be aware that your Ts & Cs and especially no return policies do not apply to returns/cancellations when your product or service is defective/not as described. As a merchant you are obligated to provide a valid service or product.
- Keep all documentation and correspondence until the chargeback timeframes expire. After each verbal agreement, please make sure that the sale is finalized with cardholder' written, or signed confirmation to your offer (e.g. contracts and email confirmations).
- If you decide to refund the transaction, make sure the refund goes to the same card as the original sale and for the same amount.

Reason code 13.4: Counterfeit Merchandise

Opening timeframe:	Transaction date + 120 days Received date + 120 days Refund + 120 days 120 days, from day cardholder was notified of counterfeit
Code usage frequency v. all chargebacks 2024:	Almost 0%
Code usage frequency vs all Visa chargebacks 2024:	0.01%



Why might this happen?

The cardholder identifies a product as counterfeit and has obtained a confirmation from the owner of the intellectual property, an authorised representative, a customs agency, governmental or law enforcement agency or a neutral third-party expert.

How should you respond?

1. If the product was authentic, please provide official confirmation, certifications and invoices from the manufacturer.
2. If the product is your intellectual property, please provide evidence.
3. If the product was advertised as a substitute from the beginning and never claimed to be original one, you should prove that your business is focused on substitutes (for example perfume, vehicle and device parts).
4. If you sell products provided by a third-party seller who sits between you and manufacturer, please do not refer your customers to manufacturer, and contact them by yourself to obtain legitimate certification.
5. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
6. If the claim is valid, please accept the case.
7. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
8. Do not implement any refunds on your own after a chargeback has been opened.

Helpful information:

What is considered to be a properly disclosed Terms & Conditions and Refund policy?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

How to prevent Counterfeit Merchandise chargebacks?

- Ensure you always receive products from a liable source that you have verified.
- Make sure you advertise your products accurately and fairly.
- Make sure you secure your intellectual property sufficiently to prove ownership.
- Be aware that your Ts & Cs and especially no return policies do not apply to returns/cancellations when your product or service is found to be counterfeit. As a merchant you are obligated to provide a valid service or product.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.

Reason code 13.5: Misrepresentation

Opening timeframe:	Transaction date + 120 days Received date + 120 days Refund + 120 days If, during 120 days, negotiations was attempted, additional 60 days may be permitted
Code usage frequency v. all chargebacks 2024:	0.20%
Code usage frequency vs all Visa chargebacks 2024:	0.38%



What could be the reason for this chargeback?

The cardholder claims the terms of purchase were misrepresented. This is different from 'Not as described/defective', as it doesn't relate to the product or service, but instead how it is processed. For example, misrepresenting dissatisfaction refunds (advertising that the customer can return the product and receive 100% refund, but not honouring it), misrepresenting cancellation of the free trial, misrepresenting terms of investments, misrepresenting payments installments etc. and misrepresenting during outbound telemarketing.

How to respond to such a case?

1. Provide proof that the customer was aware of and agreed to the terms, and that you have followed them. This can be evidenced by a written or signed customer confirmation.
2. Provide proof that the cardholder had untrue expectations of the future payments and that they were properly disclosed and accepted by the cardholder.
3. Provide any correspondence with the customer.
4. Be aware that your Ts & Cs and especially no return policies do not apply to returns/cancellations when your product or service is defective/not as described. As a merchant you are obligated to provide a valid service or product.
5. If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.
6. If the claim is valid, please accept the case. Do not do any refunds on your own after chargeback has been opened.
7. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

Helpful information:

What are considered to be properly disclosed terms & conditions and refund policies?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

8. Do not implement any refunds on your own after a chargeback has been opened.

How can you prevent Misrepresentation chargebacks?

- It's important to note that unlike 'Cancelled recurring transactions' which relate to dishonoured cancellations, this code relates to mispresenting. Therefore, proof that the customer is still using your services may not be sufficient if provided alone without any other supporting documentation.
- Be aware that your Ts & Cs and especially no return policies do not apply to returns/cancellations when your product or service is defective/not as described. As a merchant you are obligated to provide a valid service or product.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount.
- Make sure that your advertisements and offers are updated, clear and comply with your actual processes.

Reason code 13.6: Credit Not Processed

Opening timeframe:

Transaction date + 120 days

Refund + 120 days

At least 15 days after refund date

Code usage frequency v. all chargebacks 2024:

0.14%

Code usage frequency vs all Visa chargebacks 2024:

0.27%



Why might this happen?

The cardholder claims they were offered a refund, but that it was never processed, or that proof of processing refund or void was received by them, but funds never reached their account.

How should you respond?

1. If no credit is due, please respond accordingly (for example, if the cardholder claims that the credit was promised for service not received, your rebuttal should follow the requirements of 'Service not received' with an additional statement as explanation).
2. Verify cardholder' documentation and correspondence carefully and see if they provided any proof to support their claim. If you have doubts, please refer and provide supporting evidence (e.g. contact details from your website proving the email address is incorrect). If you find that the correspondence is valid but made in error by your employee, liability will be with your business.
3. If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount and provide proof of the refund.
4. Do not implement any refunds on your own after a chargeback has been opened.
5. If the refund was made in a different way, in particular by bank transfer, please provide correspondence from the cardholder, where they provide you with bank details. In general, refunds by a different method (cash, bank transfer, different card) should never happen.
6. If only partial amount is due, please provide the amount you accept and rebuttal for the remaining amount (for example, if the remaining amount is a cancellation penalty – Terms & Conditions and Refund Policy along with its disclosure).

Helpful information:

What are considered to be properly disclosed terms & conditions and refund policies?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

7. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.
8. If the claim is valid, please accept the case.
9. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
10. Do not implement any refunds after a chargeback has been opened.

How can I avoid Credit Not Processed chargebacks?

- Make sure you process refunds immediately after the offer has been accepted.
- Ensure you process refunds using the same method as the original transaction was made and using the same acquirer.
- Never process joined refunds. Each sale should be refunded separately. This will help the bank to locate the refund without resorting to chargeback.
- Ensure you to have your refund policies properly disclosed to the cardholder (on the receipt, for signature, in the email and confirmed in writing, with a click-to-accept box on your website).
- Provide training and guidance to your staff and deliver on what was promised to the cardholder.

Reason code 13.7: Cancelled Merchandise/Service

Opening timeframe:	Transaction date + 120 days Received date + 120 days Refund + 120 days At least 15 days after refund date
Code usage frequency v. all chargebacks 2024:	6.15%
Code usage frequency vs all Visa chargebacks 2024:	11.37%



Why might this happen?

The cardholder claims they have returned merchandise or cancelled services within the time frames allowed by your company, but either they were offered no refund, or they didn't receive one.

How should you respond?

1. If the refund was made, please provide proof of the refund.
2. If the claim is valid, please accept the case.
3. Verify cardholder' documentation and correspondence carefully and see if they provided any proof to support their claim. If you have doubts, please refer and provide supporting evidence (e.g. contact details from your website proving the email address is incorrect). If you find that the correspondence is valid but made in error by your employee, liability will stay with your business.
4. If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount and provide proof of the refund.
5. Do not implement any refunds on your own after a chargeback has been opened.
6. If the refund was made in a different way, in particular by bank transfer, please provide correspondence from the cardholder, where they provide you with bank details. In general, refunds by a different method (cash, bank transfer, different card) should never happen.
7. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.

Helpful information:

What are considered to be properly disclosed terms & conditions and refund policies?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

8. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
9. If this relates to a non-refundable deposit, you need to show evidence that the policy was accepted by the cardholder.

How can I avoid Cancelled Merchandise/Service chargebacks?

- Make sure you process refunds immediately after the offer has been accepted.
- Ensure you process refunds using the same method as the original transaction was made and using the same acquirer.
- Never process joined refunds. Each sale should be refunded separately. This will help the bank to locate the refund without resorting to chargeback.
- Ensure you have your refund policies properly disclosed to the cardholder (on the receipt, for signature, in the email and confirmed in writing, with a click-to-accept box on your website).
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and with the same amount.
- Provide training and guidance to your staff and deliver on what was promised to the cardholder.

Reason code 13.8: Original Credit Transaction Not Accepted

Opening timeframe:	Transaction date + 120 days
Code usage frequency v. all chargebacks 2024:	0%
Code usage frequency vs all Visa chargebacks 2024:	0%



Why might this happen?

This chargeback is used when a refund is initiated to the card or account through the terminal, even though the original transaction was not made on a card.

How should you respond?

1. This is a credit chargeback, therefore it is the best to resolve the case with the cardholder directly and process a new refund.
2. If the claim is valid, please accept the case. Do not implement any refunds after a chargeback has been opened.
3. If you refunded the customer, please provide a refund receipt. If the amount is decreased by penalty fees, please provide your Ts & Cs and how they were accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).

How can I avoid Original Credit Transaction Not Accepted chargebacks?

- Make sure you process refunds immediately after the offer has been accepted.
- Make sure you and your staff always repeat the card number to the cardholder to confirm it is correct.

Helpful information:

What are considered to be properly disclosed terms & conditions and refund policies?

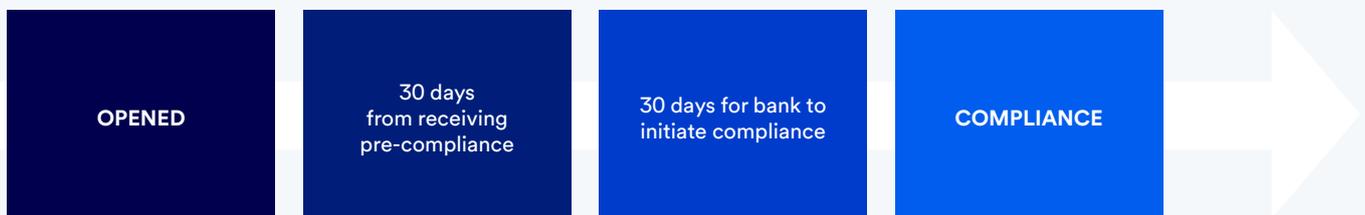
- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

Pre-compliance due to addendum charges

We are unable to verify how often this kind of case is opened, as the compliance process does not have reason codes for specific issues.

Opening timeframe:

Transaction date + 120 days
120 days from date customer noticed the unreasonable charge



Why might this happen?

The customer noticed that they were unreasonably charged for additional amounts due to damages, rules violations, traffic violations etc. The charge may also have been the outcome of a previous dispute for a Fraud reason code,

When additional charges made due to violation of terms: room, device, vehicle damages, smoking fee, traffic violation, are not discussed and agreed.

The cardholder claims they did not cause the damage.

How should you respond?

1. Provide all contracts, Ts & Cs and disclosure method. Remember that if third party agencies have been involved booking, you need to provide a screenshot of their website.
2. Provide any reports about before and after conditions along with repair/cleaning invoices.
3. Provide proof that the cardholder was informed and agreed to the charges.
4. For face-to-face transactions: receipt showing cardholder verification: Chip & PIN, Contactless or signature.
5. For card-not-present transactions: email correspondence.
6. If the customer agrees that the dispute was opened in error, or they now recognise the transaction, please provide written confirmation from the customer. Note that this will only be sufficient if the cardholder will confirm their position to the bank.

Helpful information:

What are considered to be properly disclosed terms & conditions and refund policies?

- For face-to-face transactions: signed contracts, information on the receipt.
- For MOTO transactions: written correspondence (email or chat informing your Terms, with any attachments and customer responses).
- For e-commerce: a full-page screenshot showing how the customer acknowledges terms (click-to-accept box is required), next to either links to your terms, or the terms visible on the same page. Please also provide your terms in a PDF.

7. If the claim is valid, please accept the case. If you refunded the customer, please provide refund receipt. If the amount is decreased by penalty fees, please provide your Terms & Conditions along with the way it was accepted by the customer (in writing, signed, on the receipt, on the website with a click-to-accept box).
8. Do not implement any refunds on your own after a chargeback has been opened.
9. If the refund was made in a different way, in particular by bank transfer, please provide correspondence from the cardholder, where they provide you with bank details. In general, refunds by a different method (cash, bank transfer, different card) should never happen.

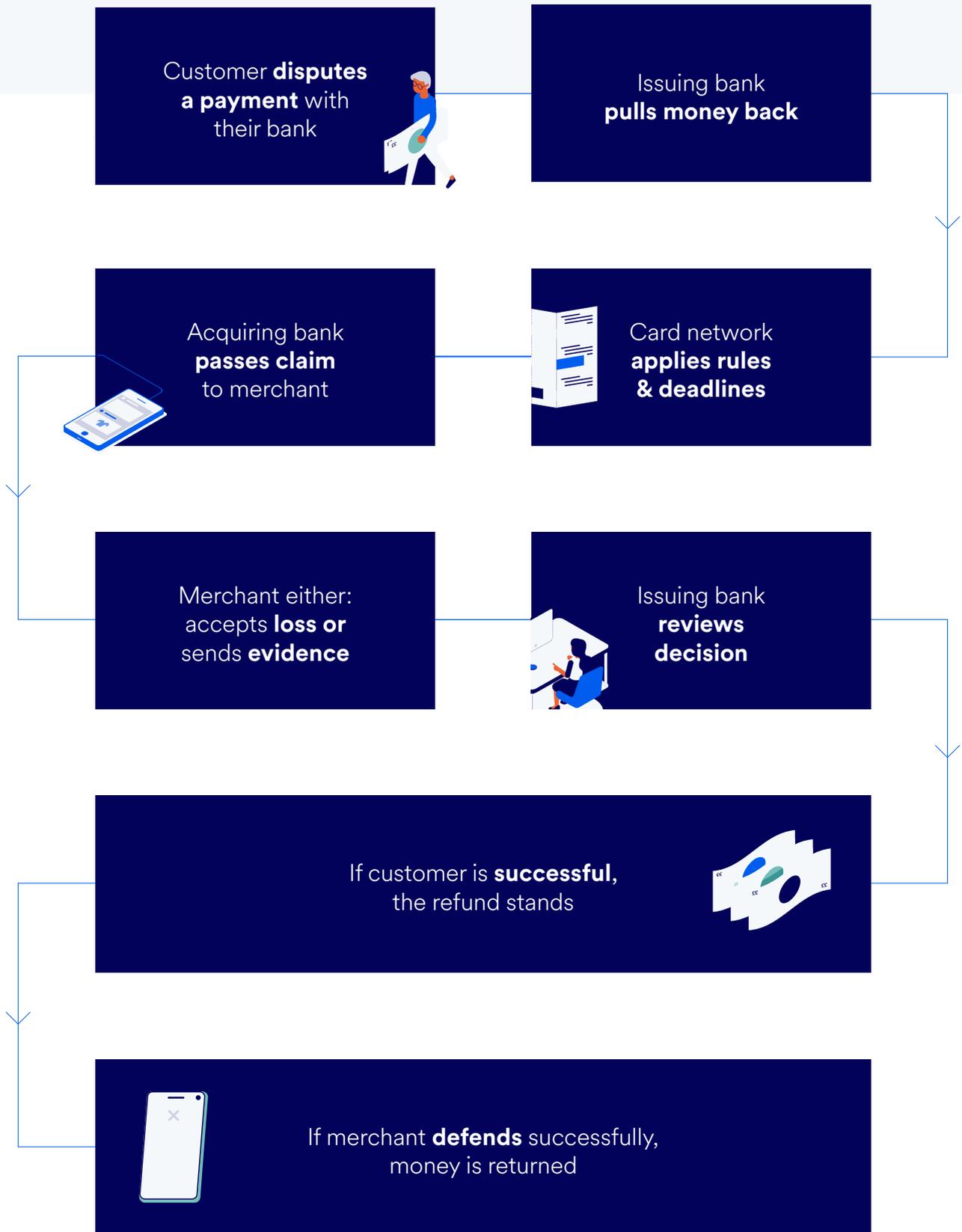
How to prevent Pre-Compliance due to addendum charges chargebacks?

- These cases can be very difficult to defend. If possible, secure evidence that shows the customers incurring the charges, e.g. ensuring that hotel rooms have smoke detectors that will immediately alarm reception desk and allow immediate reaction and card-present penalty charge. For car rentals, carry out immediate car condition checks.
- If addendum charges are inevitable for your business, we recommend contacting legal advisors to find a way to charge the customer in a legal way, if chargeback occurs.
- If you decide to refund the transaction, make sure the refund goes to exactly same card as the original sale and for the same amount and provide proof of the refund.

Card transaction cycle



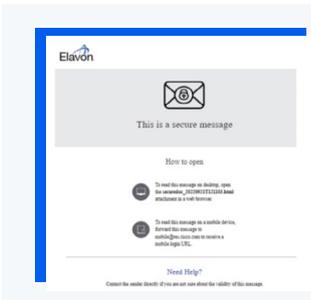
Chargeback transaction cycle



How to create a secure email account

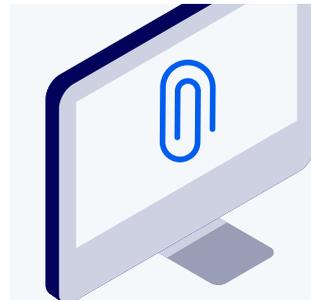
If a chargeback is raised against your business, we'll notify you by secure email. To view these messages, you will need to register your email address - here's how. You only need to do this once.

1



Look out for an email from **disputes@Elavon.com**, and save it to your device

2



Click to **open the attachment** in your web browser.

3



Register your e-mail address with Cisco.



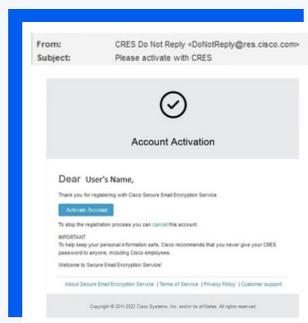
Complete each field in the form and click continue to submit. You should see a confirmation page



4



Check your email account for an email, with a button to **activate your account**.

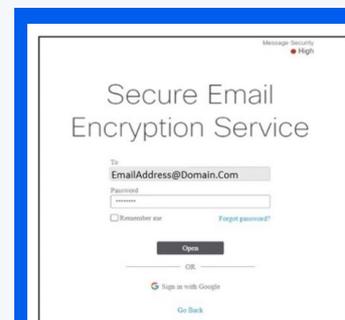


The email will be sent from **“DoNotReply@res.cisco.com”** and will have a **“Please activate with CRES”** title. Activate Your Cisco Registered Envelope Service Account. You may need to check your Junk folder.

5



Return to the **registered envelope**. The Register button has been replaced with an **Open button** and you will be prompted for a password.



Enter the password for your Cisco Registered Envelope Service user account and **click the Open button**.



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