

Spot Credit Card Encryption Key Management

SPOT Business Systems, LLC has implemented a PCI compliant “Security Key” feature that will be used to encrypt your credit card data when using SPOT. This compliant encryption feature requires two persons to supply encryption key information. These two parties may be employees, manager, owners, attorneys, accountants etc. Encryption key information supplied by each key manager must not be known by any other party than the party generating the key code.

The “Key Management” and “Encryption Process” procedures may be reviewed in the administration guide under the “Encrypting Credit Card Data” section of the document.

The key code supplied by each key manager below should be stored in a secure place and never shared with other persons.

I have read the key management procedures and accept the responsibilities of key management as a key manager.

Company Processing Keys: _____

Reason for Key Generation: _____

Key code generation executed on the _____ day of _____ 20_____

Key Manager 1			
Print Name:		Title:	
Signature:		Date:	
Key Manager 2			
Print Name:		Title:	
Signature:		Date:	
Key Processor			
Print Name:		Title:	
Signature:		Date:	