

BP Payment Guide

Acceptable Payment
Methods



1.0 Acceptable Payment Methods

All proprietary payment methods and third party payment methods sponsored and endorsed by BP must be accepted at each payment point at each retail site. All transactions must be processed through electronic point-of-sale equipment approved by BP for processing transactions and all transactions must be processed on BP's then-current payment network.

BP Proprietary Consumer Cards

BP Card - Private Label
 BP Gift Card - Prepay
 BP MultiCard - Private Label
 BP Visa® Card - Cobrand

Third Party Commercial Cards

MasterCard Fleet Card
 PHH/WEX Cobrand Card
 Voyager Card
 Wright Express Card

BP Proprietary Commercial Cards

BP Business Card - Private Label
 BP BusinessPlus Card - Private Label
 BP Business Solutions Fuel Card - Private Label
 BP Business Solutions Fuel Card Plus - Private Label
 BP Business Solutions MasterCard - Cobrand
 BP In-Station Card - Private Label

Debit Cards

InterLink
 Jeanie
 Maestro
 NYCE
 PULSE
 Shazam
 Star
 TYME

Third Party Consumer Cards

American Express Card
 Discover Card
 MasterCard
 Visa Card



BP Proprietary Cards



Card Type	BP Card BP MultiCard	BP Visa® Card	BP Business Card BP BusinessPlus Card BP Business Solutions Fuel Card BP Business Solutions Fuel Card Plus BP In-Station Card	BP Business Solutions MasterCard
Authorization Requirements: Electronic Sales	Swipe Card			
Manual Sales*	Must call on ALL manual sales over \$35.00	Must call on ALL manual sales	Must call on ALL manual sales over \$35.00	
For Authorization Call	1-888-541-3801 When prompted for transaction code, enter 1 for "authorization only."	1-888-541-3801 When prompted for transaction code, enter 1 for "authorization only."	1-800-414-6977	1-800-760-8870
Merchant No.	119852	119852	Your 7 digit SVB #	
Other Info	Sales of non-fuel products over \$50.00 require verification of positive identification. Check ID and mark "VPI" on sales receipt.			

* Refer to Section 6.0 of this Guide for instructions on how to process a manual sale.

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Third Party Consumer Cards




Card Type	 VISA	 MasterCard
Authorization Requirements: Electronic Sales	Swipe Card	
Manual Sales*	Must call on ALL manual sales	
For Authorization Call	1-800-801-5847	
Merchant No.	Your 7 digit SVB #: 683	

Card Type	 Discover Network	 American Express
Authorization Requirements: Electronic Sales	Swipe Card	
Manual Sales*	Must call on ALL manual sales	
For Authorization Call	1-800-347-1111	1-800-528-2121
Merchant No.	7 digit SVB #: BP Authorization #601101619000019	7 digit SVB #: 3128403359

* Refer to Section 6.0 of this Guide for instructions on how to process a manual sale.

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Third Party Commercial Cards

Card Type	 Wright Express	 Voyager	 MasterCard Fleet
Authorization Requirements: Electronic Sales	Swipe Card		
Manual Sales*	Must call on ALL manual sales		
For Authorization Call	1-800-842-0071	1-800-987-6589	1-800-801-5847
Merchant No.	7 digit SVB #		
Other Data Required	Follow EPS prompts for Driver ID and odometer information. Fuel grade MUST be indicated on manual sales tickets.	Follow EPS prompts for Driver ID and odometer information.	

* Refer to Section 6.0 of this Guide for instructions on how to process a manual sale.

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Third Party Commercial Cards

Card Type	 PHH Service-Blue	 PHH Service-Red
Authorization Requirements: Electronic Sales	Swipe Card	
Manual Sales*	Must call on ALL manual sales	
For Authorization Call	1-800-842-0071 - Fuel 1-800-638-7900 - Service	
Other Data Required	Driver ID and odometer information	
Purchase Restrictions	<ul style="list-style-type: none"> • Obtain Fleet Manager authorization for all repairs above card limit or over \$150.00. • The Wright Express (WEX) account number for fuel is located in the gray portion of the card and should always be used to process fuel purchases. • Manually entered WEX cards are restricted to fuel or non-fuel based on the fuel only prompt that appears if non-fuel is purchased (cashier must enter based on the card face). 	<ul style="list-style-type: none"> • The Wright Express (WEX) account number for fuel is located in the gray portion of the card and should always be used to process fuel purchases. • Manually entered WEX cards are restricted to fuel or non-fuel based on the fuel only prompt that appears if non-fuel is purchased (cashier must enter based on the card face).
Other Instructions	Send repair invoices to: PHH, Mail Code BX PO Box 13023 Baltimore, MD 21203-3023 PHH will not pay for invoices over the card limit that were not authorized. Contact the Fleet Manager for authorization. Additional card limit detail and billing instructions can be obtained by calling 1-800-638-7900.	

* Refer to Section 6.0 of this Guide for instructions on how to process a manual sale.