**Section 735.310 Processor Responsibilities**

The Processor is responsible for the day-to-day management of the E-Pay Program and will perform the following:

a) Enroll public agencies into the E-Pay Program as determined by the Treasurer;

b) Provide for electronic credit card and check payment services via multiple payment formats in accordance with PCI data security standards and industry best practices;

c) Provide customer service as determined by the Treasurer;

d) Distribute funds from E-Pay Program activity into the participant's settlement account or to third-party service providers as described in Section 735.500;

e) Retain copies of participant documents, including the enrollment form;

f) Charge participants for the applicable services in accordance with the cost schedule;

g) Provide the Treasurer and participants with sufficient reports and/or the ability to run reports; and

h) File the participant's accurate 1099K with the Internal Revenue Service by the due date.

(Source: Amended at 46 Ill. Reg. 19013, effective November 10, 2022)