

**Subject:** MIT Merchant Services JPMorgan Chase Project  
**Date:** Friday, April 30, 2021 at 12:07:26 PM Eastern Daylight Time  
**From:** Chris Durham  
**To:** merchant-jpmorgan-transition

Dear Colleagues,

We are writing today to let you know VPF will soon integrate all merchant accounts at MIT to the JPMorgan Chase payment platform.

The Institute recently entered into a new agreement with JPMorgan Chase to support our merchant services accounts. This partnership will improve the experience and operations for credit card merchants at MIT by providing you with greater flexibility in retail payment solutions, new point-of-sale (POS) devices, and improved support and reporting tools.

Over the next several months, a VPF and IS&T project team will schedule a meeting with you (via Zoom) in order to plan a smooth transition to the JPMorgan Chase platform. There is no action required on your part at this time.

The impact to your operations will depend on the way you accept credit card payments. For example:

- If you use a point-of-sale (POS) device to process credit cards, you will be issued a new device at no cost to your DLC. Once your account migration is complete, you can access your transactions report using the JPMorgan Chase reporting tool.
- If you take credit card payments via e-commerce or a virtual terminal, you will not see any changes to your operations, as the platform migration will occur in the background. Once your account migration is complete, you will have the option to use the JPMorgan Chase reporting tool.

We will be emailing each of you over the next few months to initiate the transition for your specific account(s) and help set up your preferred reporting structure. If you would like to be on our “early adopter” list, please let us know by sending a request to [merchant-jpmorgan-transition@mit.edu](mailto:merchant-jpmorgan-transition@mit.edu).

VPF and IS&T are developing an FAQ on the transition to JPMorgan Chase, and will publish it on the VPF website once the migration project begins.

We look forward to working with you as we take on this exciting project. In the meantime, please contact [chargemit-help@mit.edu](mailto:chargemit-help@mit.edu) if you have questions about your merchant services account.

Best regards,

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