



ROLEC**EV** | payter[®]

CONTACTLESS PAYMENT DEVICE

Payment solution

Amendments

Amendment	Details	Date
Ver 1, Rev 0	New Document.	Nov 2024

Product:	Payter Payment Device	
Applicable Models:	- EVAD5500 (for DC Charge Points) - EVAD5510 (for AC Charge Points)	
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Product Support

- Updates to this manual will be made available on the Rolec website at <https://www.rolecserv.com/downloads-ev-charging>
- Check the document date, and the **V**ersion and **R**evision number shown at the end of the Document Code (V01-R0, V01-R2, V02-R0, etc).
- For installation assistance and advice, contact your preferred electrical installer.





IMPORTANT: This product is designed to be used with a charge point management system (CPMS) sometimes referred to as a 'Back Office'. Administration tasks to set this up with the CPMS can sometimes take several days to be processed and ideally this should be done before the charge point is installed. If this has not been done, please refer to this Guidance document.

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Safety

This manual is specifically applicable to the Payter Contactless Payment Device supplied by Rolec.

NOTE: Damage to the equipment, connected systems or to property caused by improper installation, configuration or use are the responsibility of the installer.

- The information provided in this manual must **ONLY** be used with the model(s) listed on page 1 of this manual.
- The information provided in this manual must **NOT** be used with any other products.
- The content of this manual may be updated by the manufacturer as required.
- Do **NOT** use the equipment for anything other than its intended purpose.
- Do **NOT** modify the equipment unless specifically instructed to do so by the manufacturer.
- Do **NOT** attempt to repair the equipment unless specifically instructed to do so by the manufacturer.
- Make sure the equipment is electrically safe before doing any work, particularly if needing to open the enclosure or work on electrical supply cables.
- Damage to the product may render it unsafe. The product must be electrically isolated and **NOT** used until appropriate remedial action has been performed.

Safety Advice within this Manual

Rolec manuals use a system of warnings, cautions and notes.

- **WARNINGS** concern the safety of installers/end user and will be given before the detail/instructions in the manual.
- **CAUTIONS** concern the potential for damage to the equipment and will be given before the detail/instructions in the manual.
- **NOTES** are given to provide additional information and/or to highlight information of importance. They will be given either before or after the detail/instructions as appropriate and may use different wording (such as **IMPORTANT**) where emphasis is required.

Warnings, Cautions and Notes may be repeated several times as appropriate and may be preceded by a hazard symbol where appropriate.

About this Manual

This manual provides guidance on the setup of the Payter Contactless Payment Terminal installed in a range of Rolec AC and DC charge points, and in the Tap and Charge Remote Payment Terminal.

At the point of purchase, customers should have been directed to perform the required administrative tasks. If this has not been done, this guidance document should be followed.

Device Overview

This payment terminal is designed to take payments for up to 99 individual sockets or tethered cables.

- 99 connections are the absolute maximum from one terminal but for practicality and customer ease of use, a much lower number is advised.

Using a Charge Point Management System to connect 'virtually' to the charge points, a direct connection between payment device and the charge point is not required.

NOTE: GSM or Ethernet are the preferred connection options for the Payment terminal. Ethernet is prioritised if connected.

Specification

User Interface	• EMVCo. L1 v2.5 Certified • ISO14443 Type A & B (T=CL) • ISO18092: Support NFC Protocol
Power Supply	MDB port 12–24VDC
Communications	• Ethernet RJ45 (100BASE-TX, 10base-10) network connection • Wi-Fi IEEE802.11 b/g/n W-LAN • 4G GSM/GPRS/LTE CAT 1 Modem (built-in SIM, subscription required) • GNSS, (GPS) support with modem • NFC • Cyber security – Data encryption level TLS 1.2
Card Reading Distance	Depending on the device/card/fob, up to 10cm from reader
Environmental	• Ingress protection – IP65 • Impact protection – Terminal IK09 • Operating temperature – -20°C to 55°C • Storage Temperature – -20°C to 70°C • Humidity – 10% to 90% RH Non-condensing
Unit Colour	Black
Certifications & Compliances	• Wiring Regulations – BS 7671:2018+A2:2022 • Radio Equipment Directive (RED) 2014/53/EU • Low Voltage Directive 2014/35/EU, covering requirements of RED art. 3.1(a) EN 62368-1:2014/AC:2015, EN 60950-22:2006/AC:2008, EN 62311:2008 • Radio Equipment Directive (RED) 2014/53/EU, in accordance with the listed Safety, EMC and Radio Spectrum standards: • Low Voltage Directive 2014/35/EU, covering requirements of RED art. 3.1(a) • EN 62368-1:2014/AC:2015 • EN 60950-22:2006/AC:2008 • EN 62311:2008 • EMC Directive 2014/30/EU, covering requirements of RED art. 3.1(b) • EN 301 489-1 V1.9.2 • EN 301 489-3 V2.1.1 • EN 301 489-17 V1.3.1 • EN 301 489-19 V2.1.1 • EN 301 489-52 v1.1.0 • Radio Spectrum Matters, covering requirements of RED art. 3.2 • EN 300 330 V2.1.1 • EN 300 328 V2.2.2 • EN 301 511 V12.5.1 • EN 301 908-1 V13.1.1 • EN 301 908-2 V13.1.1 • EN 301 908-13 V13.1.1 • EN 303 413 V1.1.1 • Environmental Protection – BS EN 60529:1992+A2:2013 • Impact Rating – BS EN 62262:2002+A1:2021 • RoHS – 2011/65/EU, SI 2012/3032 • REACH – 1907/2006, REACH etc. (Amendment) Regulations 2021 • Payter Payment Device – CE, FCC, RoHS, WEEE, REACH, EMVCo, PCI-PTS 6.x, TQM, • MasterCard, VISA, American Express, Discover, Diners • Certification Markings – CE & UKCA

Payment Device Configuration

There are two main methods used to configure the payment device with the back office and the charge point.

1. The first describes the process required by Monta, our preferred back office provider. The method shown here is also hosted on the Monta website within their Help section.
2. The second process is for back offices that are NOT Monta.

Configuration for Monta Users

Introduction

With a Rolec integrated Payter payment terminal, Charge Point Operators and Site Owners can offer contactless payment to EV drivers, directly through the charge point or remote terminal.

The payment terminal that comes with your Rolec charger/remote terminal needs to be registered with Payter and connected to your Monta Team. After this, you can connect multiple charge points to the same Payter device and receive the charge payments in the Team's Wallet.

This is a guide that explains how to set up a Payter terminal via Payter cloud integration with Monta as the Merchant. If you do not wish for Monta to be the Merchant then you will need to create your own Payter account, where you are the Merchant.

If you are just getting started, we recommend following this order of action:

1. Register the Payter payment terminal
2. Onboard your chargepoints to create a Team in Monta
3. Add the Payter terminal to the Team and charge points in Monta

Requirements

- Confirmation of your Payter serial numbers from Rolec

1. Register a Payter Payment Terminal

Ideally, you need to register your Payter terminals ahead of time so they can be activated and are usable by your customers from the moment they are installed. This can take up to 7 working days so the sooner you register the better. You will also be responsible for the Payter subscription costs that are associated with your contactless payment terminal.

To register your new terminal(s), use the Payter Apollo Boarding form:

<https://www.payter.com/registration>

Page 1 – Payter Account

The first question you are asked is “Do you have a MyPayter account?”

1. Select **No** unless you are adding additional Payter terminals to your existing MyPayter account; in that case, select **Yes**.
2. Click on the **Next** button.

Apollo - Boarding

This platform is for activating production terminals. For the activation of test terminals, kindly reach out to your account manager.

Payter Account

Merchant

Terminal

Do you have a MyPayter account *

☒ Yes
 ☐ No

Next >

Page 2 – Merchant

3. Under the Merchant section fill out the details as outlined below.

Note: If you wish to use your own merchant to collect payment rather than Monta's existing merchant account, you will need to select No, add a new MID and enter your merchant account details.

Apollo - Boarding

This platform is for activating production terminals. For the activation of test terminals, kindly reach out to your account manager.

Payter Account

Merchant

Terminal

Billing

Company *

YOUR COMPANY NAME

Email *

someone@yourcompany.com

Name contact person *

Joe Bloggs

Field (s)	Input / Select
Company, Email, Name contact person	Your company information.
Are you boarding on existing MID in MyPayter	Select "Yes"
Acquiring bank	Elavon
MID number	Select the correct MID from the MID by currency table below. The MID needs to match the currency you will set up in Monta.
Merchant Category code	Select "5552- EV Charging for global use"
Country	The country your company resides in.
Currency	Select, based on the MID.

Supported Currencies

Currency	Merchant ID (MID)	Trading company name
DKK	2101867301	MONTA APS
GBP	2101898190	MONTA GBP
NOK	2101921795	MONTA APS
EUR	2101901567	MONTA APS
SEK	2101927701	MONTA APS

NOTE: The currency in the Team and the currency you set on Payter should match.

Are you boarding on existing MID in MyPayer?

☒ Yes ☐ No, add new MID

Boarding existing MID

Acquiring bank *

☒ Elavon ☐ Wordline Six ☐ Shift4/Finaro

MID number *

Merchant Category Code *

Country *

Currency *

< Back > Next > Save

4. Click on the **Next** button.

Page 3 – Terminal

5. Enter the serial numbers Rolec has provided. You can enter an easy reference of your choice next to the serial number.

IMPORTANT: if your order consists of chargepoints which will be under multiple billing accounts, the serial numbers entered here must match up when installing the chargepoints on site.

Terminal Registration Form

Terminal Details

This platform is for activating production terminals. For the activation of test terminals, kindly reach out to your account manager.

Terminal serial number *	Terminal reference/Name *
☒ APO20221234567	EV Charger 1

Entry count: 1

> Add Item

Operator mode	Select "Cloud"
Distributor	ROLEC_SERVICES_LIMITED
Machine manufacturer	ROLEC_SERVICES_LIMITED
Domain	Enter your Company Name. This is how you can find your page in MyPayter
CPS-CPSM System Provider	Monta
The terminals will be connected via a LAN cable	Select "Yes", if internet access is via LAN cable. Select "No", if you are using a SIM card.
How did you order the SIM Cards	Select "Delivered with terminal"

Terminal Operational Mode *

Cloud

Distributor

ROLEC_SERVICES_LIMITED

Machine Manufacturer *

ROLEC_SERVICES_LIMITED

What is the brand in which the terminal will be installed.

Domain

YOUR COMPANY NAME

CPS-CPMS System Provider *

Monta

The terminal(s) will be connected via a LAN cable. *

☒ Yes ☐ No

If you are not sure how the connection will established, contact your supplier or hardware manufacturer.

< Back

Next >

Save

- Click on the **Next** button.

Page 4 – Billing

7. Enter your billing information and sign the agreement.
8. Click on the **Send** button.

Note: Your application can take up to **7 working days** to process.

- You should receive confirmation from Payter when it is done.
- Your Payter devices will then be ready to add into your Team Wallet within the Monta Hub once your chargepoint(s) have been onboarded.

If you are not authorised to complete the section on billing, click on the **Save** button and email a copy of the form to the relevant person to complete the registration.

The screenshot shows a billing form with the following fields and content:

- PO Reference 1:** MYPQREF01
- Financial Contact name:** Joseph Bloggs
- Position within company:** Financial Controller
- Authorized signatory:** A handwritten signature.
- PO Reference 2:** (Empty field)
- Billing email address:** someone@yourcompany.com
- Terms and Conditions:** The following [Terms & Conditions](#) are applicable, unless a direct agreement is in place. I agree on behalf of the organisation.
- Buttons:** Back, Send, Save.

2. Onboard your Charge Points to Create a Team in Monta

Once you know your chargepoint serial numbers follow the below steps:

1. **Onboard Your Chargers:** Visit Rolec Onboarding to choose your Monta plan to get started: <https://onboarding.rolecerv.com/>
2. **Complete Onboarding:** After finishing the onboarding process, you will receive an invitation to manage your Team in the Monta Hub.

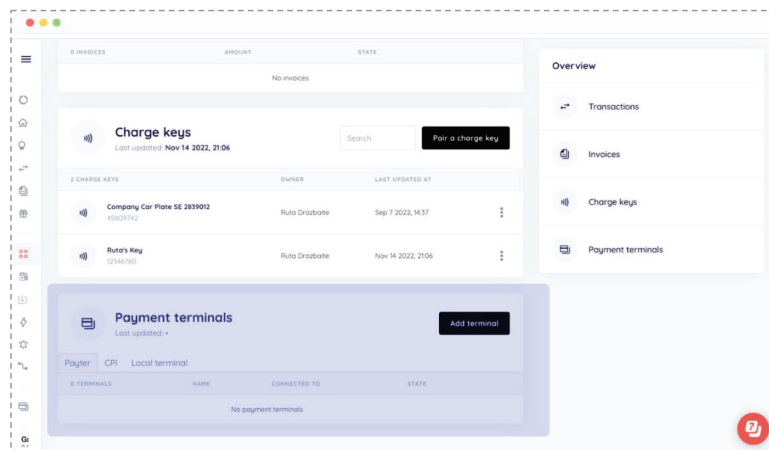
3. Connect the Payter Terminal to the Team and Charge Points in Monta

1. **Add and Assign Payter Terminals:** Once you have access to the Monta Hub, add your Payter terminal(s) to your Monta Team Wallet and assign them to the appropriate chargepoints.

Refer to Monta's guide for detailed instructions:

<https://monta.com/en/help-center/connect-payter-terminal-team/>.

Note: If you do not do this, you cannot start accepting payments.



Configuration for Users of Other Back Offices

Once the installation is complete and the installer has configured the chargepoints to your chosen CSMS, please contact your CSMS for assistance in assigning the payment terminal(s) to the associated chargepoints.

1. **List Serial Numbers:** Create a list of your **Payter Terminal Serial Numbers**. These will be needed by your back office provider.

Serial Numbers are shown...

- On the payment device screen when power is applied.
- On a label on the back of the payment device.
- Can be supplied by Rolec or may have already been supplied as part of the order correspondence.

2. **Register and Activate:** Contact your chosen back office provider to register and activate your devices using the serial numbers.

This will enable your back office provider to manage your Payter devices and allow you to assign your contactless payment terminals to your chargepoints.

Note: Your CSMS will inform you about any additional fees or subscription charges associated with your Payter device(s). Please note that the registration process may take up to 7 working days.



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The latest version of this publication can be downloaded at <https://www.rolecserv.com/downloads-ev-charging>

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EVCPEM-V01-R0 Contactless Payment Device Setup Guide



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