

## Small Business Programme

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### Small Business Program (“SBP”)

QFPay's SBP is designed to support small businesses in Hong Kong. It offers a Special Service Fee on payment service of Visa and Mastercard transactions of the card-presented Merchants (Offline Merchant) of the designated Small and Medium Enterprises (“**SME**”) (as defined below). The Special Service Fee is only applicable to the Merchants who fulfil the requirements of the SBP as determined by QFPay. QFPay reserves the right to determine whether the merchants shall apply for the SBP without any prior notification.

#### A. Definitions and interpretation

1. **Special Service Fee:** If a Merchant meets the eligibility criteria for the SBP, they will be offered a special service fee on payment services of Visa and Mastercard transactions which is lower than standard service fee.
2. **MCC Codes:** QFPay has specified certain MCC codes that are not eligible for the SBP. The prohibited MCC codes include high-risk businesses as well as other codes listed by QFPay.
3. **Program Participation:** Merchants who apply for the SBP must meet the eligibility criteria. QFPay will review each application and determine whether the Merchant qualifies for the program. Merchants who are accepted into the program will be notified and provided with the necessary information to begin participating.

#### B. Eligibility Criteria for SBP

To be eligible for the SBP, a Merchant must meet the following criteria:

1. Merchant must fulfill the Hong Kong government's definition of a SME as of 31 May 2018, which is: manufacturing enterprises with fewer than 100 employees and non-manufacturing enterprises with fewer than 50 employees are regarded as SMEs in Hong Kong. (Trade & Industry Department of Hong Kong).
2. Merchant must be an independent/sole retailer with no affiliation to any publicly listed companies or business groups and have fewer than 10 outlets.
3. Merchant must not have accepted any form of Visa or MasterCard payments in the last 6 months.

#### C. Terms and conditions

The terms and conditions of the SBP outline the transaction limits and other rules that apply to the program.

1. The Special Service Fee is only applicable to Visa, Mastercard, AMEX or and CUP cards issued in Hong Kong and to the card-presented Merchants (Offline Merchant).
2. The Special Service Fee is subject to transaction volume limits as follows:
  - A. Visa
    - i. Accumulated transaction volume below HK\$1,500,000 in the past 365 calendar days;
    - ii. A monthly threshold of transaction volume below HK\$380,000;
  - B. Mastercard
    - i. Accumulated transaction volume below HK\$1,500,000 in the past 365 calendar days;
  - C. AMEX
    - i. Accumulated transaction volume below HK\$1,000,000 in the past 365 calendar days;
  - D. CUP
    - i. Accumulated transaction volume below HK\$800,000 in the past 365 calendar days.

All thresholds are applicable to the combined sales turnover across all outlets and sales channels.

3. The Special Service Fee is only applicable to the Merchant who meets all the conditions in Clause 2. Merchant who fails to meet any of the conditions in Clause 2 shall not apply for the SBP (resume to normal Service Fee).
4. The exact calculation method for the Special Service Fee may vary depending on the specific needs of each Merchant. QFPay may offer a percentage-based fee, a flat fee or any other arrangement that is appropriate for the Merchant's business needs.
5. QFPay reserves the right to modify the terms and conditions at any time and to terminate SBP if a Merchant violates any of these terms and conditions.
6. Merchants must comply with all applicable laws, regulations, and industry standards. This includes complying with regulations and guidelines that govern the acceptance of Visa and Mastercard payments, as well as any other relevant regulations that apply to their business.
7. Merchants may be required to provide regular reporting and record-keeping to QFPay, include but not limited to transaction data, sales reports, and other relevant information.
8. The following MCC codes are not applicable to SBP:
  - i. High Risk MCC as listed: <https://www.qfpay.global/high-risk-business>; and
  - ii. The MCC Codes listed below:

MCC Code	MCC Description
9211, 9222, 9311, 9399, 9405, 8062	Government MCCs
5541	Service Stations (with or without Ancillary Services)
5542	Fuel Dispenser, Automated
5122	Drugs, Drug Proprietaries, Druggist Sundries
5962	Direct Marketing: Travel-related Arrangement Services
5966	Direct Marketing: Outbound Telemarketing Merchant
5967	Direct Marketing: Inbound Teleservices Merchant
3000-3300 and 4511	Airlines and Air Carries
3501-3833	Lodging – Hotels, Motels and Resorts
4121	Taxi cabs/ Limousines
5993	Cigar Store and Stands
6010, 6011	Cash Disbursements - Customer Financial Institution
6012	Merchandise and Services – Customer Financial Institution
6050, 6051	Quasi Cash
6532, 6533, 6536, 6537, 6538, 6540	Payment Transaction and Money Send
7995	Gambling Transactions

By participating in the SBP, the Merchant agrees to the abovementioned terms and conditions.