Momentus Payments	
Description	Provider team to integrate Customer's database with Momentus Payments as the credit card processing gateway.
Assumptions	Customer must be on current version of software.
Limitations	Not applicable
Kick Off	**Provider responsibility:** Internal handover and preparation Up to one (1) 60-minute remote kick off meeting **Customer responsibility:** Ensure key project resources and stakeholders can attend kick off meeting Ensure project scope is accurate and fully aligns to all business requirements Raise any risks, blackout periods for software release, resourcing plan
Discovery	**Provider responsibility:** Up to one (1) 60-minute remote requirements gathering meeting **Customer responsibility:** Ensure key resources attend all discovery sessions Provide an understanding of business processes, data and requirements
Design	Not applicable
Build	**Provider responsibility:** Accounts Receivable Configuration with Customer provided credentials Receivable Transaction Types and/or Payment Types Database configuration to support payment workflows
Training	**Provider responsibility:** Up to one (1) 60-minute remote training sessions, sessions will be recorded **Customer responsibility:** Ensure appropriate users are selected and attend all training sessions
Testing	**Provider responsibility:** Provider will maintain an issue log to track status and progress of issues raised **Customer responsibility:** Customer is responsible for preparing for and executing user testing, including creation of test plans, test cases, and test scripts. Ensure key resources attend all testing meetings Raise any issues found (that are within the scope of the SOW) The testing phase will be no more than three (3) days in duration
Launch & Post Launch	**Provider responsibility:** Project Closure Post Launch activities will be completed in no more than two (2) days **Customer responsibility:** Ensure key resources attend all post launch support review meetings Raise any issues found (that are within the scope of the SOW) Complete customer satisfaction survey Post Launch activities will be completed in no more than two (2) days
Project Management	**Provider responsibility:** Coordination of resources, activities, meetings in alignment with timelines and milestones Ownership of issues log and delegation of tasks **Customer responsibility:** Nominated project lead Coordination of activity and resources on customer side to align to project plan and schedule
Exclusions	Custom development unless specified above Integration services not specifically defined in the scope above Once the build phase begins, any further requirements are considered to be out of scope
Estimated length of project: 3 weeks	
Note: This is an estimate and is dependent on Customer cooperation, timely responses and availability of necessary resources.	