

## PCI Self Assessment Questionnaire - What SAQ am I?

Answer all questions in all sections - If you answer Yes to even one question in a section, that section rules. For instance, you answer yes to all the A questions and one of the C questions, you may be a C. Contact Administrative Systems for assistance and verification.

### SAQ A

	yes	no
You handle only card-not-present (e-commerce or mail/telephone-order) transactions;		
You do not store, process, or transmit any cardholder data on your systems or premises, but relies entirely on third party service provider(s) to handle all these functions;		
You have confirmed that the third party(s) handling storage, processing, and/or transmission of cardholder data is PCI DSS compliant;		
You retain only paper reports or receipts with cardholder data, and these documents are not received electronically; <b>and</b>		
You do not store any cardholder data in electronic format.		

### SAQ B

	yes	no
<ul style="list-style-type: none"> <li>▪ You use only imprint machines and/or uses only standalone, dial-out terminals (connected via a phone line to your processor) to take your customers' payment card information;</li> </ul>		
The standalone, dial-out terminals are not connected to any other systems within your environment;		
The standalone, dial-out terminals are not connected to the Internet;		
You do not transmit cardholder data over a network (either an internal network or the Internet)		
You retain only paper reports or receipts with cardholder data, and these documents are not received electronically; <b>and</b>		
You do not store any cardholder data in electronic format.		

### SAQ C

	yes	no
You have a payment application system and an Internet connection on the same device and/or same local area network (LAN);		
The payment application/Internet device is not connected to any other systems within your environment (this can be achieved via network segmentation to isolate payment application system/Internet device from all other systems);		
You are not connected to other store locations, and any LAN is for a single store only;		
You retain only paper reports or paper copies of receipts;		
You do not store cardholder data in electronic format;		
Your payment application vendor uses secure techniques to provide remote support to your payment system.		
The payment application is on a personal computer connected to the Internet, <b>or</b>		
The payment application is connected to the Internet to transmit cardholder data.		

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**SAQ C-VT**

	yes	no
Your only payment processing is done via a virtual terminal accessed by an Internet-connected web browser;		
Your virtual terminal solution is provided and hosted by a PCI DSS validated third-party service provider;		
You access the PCI DSS compliant virtual terminal solution via a computer that is isolated in a single location, and is not connected to other locations or systems within your environment (this can be achieved via a firewall or network segmentation to isolate the computer from other systems);		
Your computer does not have software installed that causes cardholder data to be stored (for example, there is no software for batch processing or store-and-forward);		
Your computer does not have any attached hardware devices that are used to capture or store cardholder data (for example, there are no card readers attached);		
You do not otherwise receive or transmit cardholder data electronically through any channels (for example, via an internal network or the Internet);		
You retain only paper reports or paper copies of receipts; <b>and</b>		
You do not store cardholder data in electronic format		
You manually enter a single transaction at a time via a keyboard into an Internet-based virtual terminal solution		

**SAQ D**

	yes	no
You store some or all of cardholder data electronically		
SAQ D applies to SAQ-eligible merchants not meeting the criteria for SAQ types A through C, above and all service providers defined by a payment brand as being SAQ-eligible	contact Admin Systems	