

Place A Card On Hold

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Go to **Reports** and then select **Card ID Report**.

You can place a card on hold, which means that the card will not be harvested and sent to the card brands for an update. You may elect to do so if you are storing a card for a customer that is no longer active. Also, all cards that have received a reason code 203 (Account closed) or 204 (Contact cardholder) are automatically placed on hold and are held from any future harvesting.

To place a card on hold:

1. Select the filter icon, then click **AU Harvestable** and select **Yes** to view the list of all the cards that are harvestable.
 2. Click on the **Hold** button in the table next to the card, to place the card on hold.
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