

Force

Last Modified on 01/24/2025 12:10 pm PST

The Force transaction type is only available upon request and approval from our Risk Team. If you want access, please [contact our support team](#) to start the process.

Go to **New Transaction**.

Qualpay [Virtual Terminal](#) supports a Force transaction. A cardholder's card may be declined due to security concerns (an example is if the credit card is over the limit or is restricted from using the card at specific types of businesses). You may contact the issuing bank and request a one-time, six-digit credit card authorization code by dialing the [voice authorization](#) number. You assume all risks, including disputes, when processing this transaction type.

To process a force transaction:

1. Select **Force**.
 2. Enter the *Transaction Amount, Approval Code, Card Details*, and postal code at a minimum. View the [Virtual Terminal table](#) for all the available fields and their definitions.
 3. Click on **Submit** to process the force transaction.
 4. View the transaction receipt and transaction result.
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