

Access One Log In Guide

This guide applies to Merchant ID's that begin with a 4 or 5.

Access One is a tool allows you to see the transactions you have processed, deposits, and other information relating to your processing account.

Username: Your Merchant ID (MID)

Password: Provided on your Map for Success

Login Steps

1. Visit Access One at <https://www.youraccessone.com/1916sync>
2. Enter your username and password
3. Select login.
4. Register for Multi-Factor Authentication
5. The first time you access the portal, follow the instructions or call our support team to complete the setup.

Forgot Password

1. Visit Access One. <https://www.youraccessone.com/1916sync>
2. Select "Forgot your password?"
3. Enter your username and email address
4. Select "Continue"
5. Log into the above email to retrieve the link to reset your password

Need Assistance

Reach out to our support team at [855-796-2729](tel:855-796-2729) or support@syncpayments.com with any questions you may have or to schedule a 1:1 personalized training.