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# Setting up the EVO Gateway

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## Overview

This guide will walk through creating an EVO gateway in the PayFabric Portal and making any necessary adjustments within your SalesPad application.

## Preparation

Completing this process will require access to:

- [PayFabric Portal](#)
- Cavallo SalesPad application

You will also need the credentials for your EVO gateway.

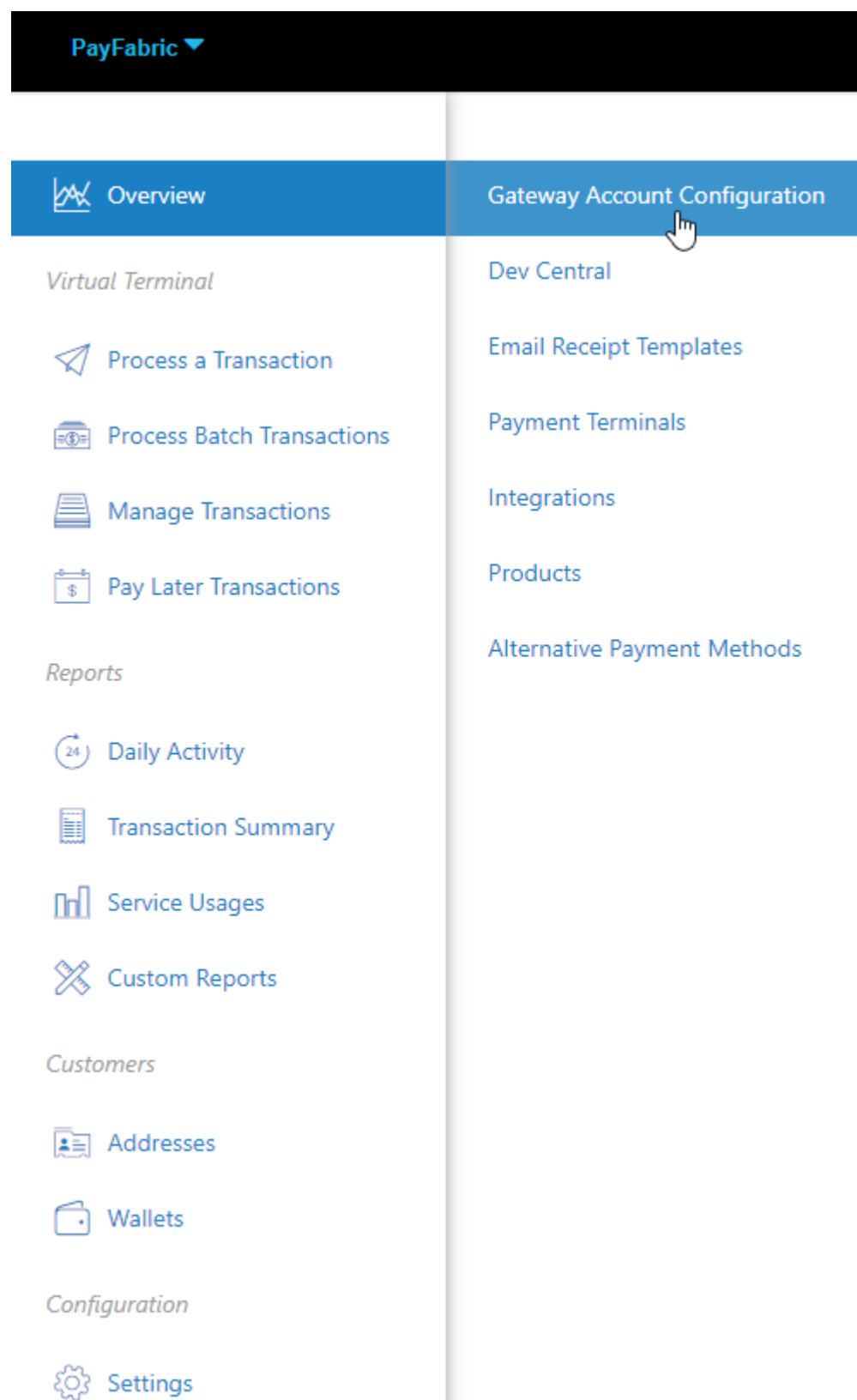
You can reach out to [Support@payfabric.com](mailto:Support@payfabric.com) to get your credentials.

## Setup

### Creating your EVO gateway in the PayFabric Portal

First, log into your PayFabric Portal account using a web browser.

Once logged in, click **Settings** at the bottom of the panel on the left-hand side of the screen, and then click **Gateway Account Configuration**.



Click the **New Gateway Account** button.

Give your gateway a **Name**. Select EVO as the **Connector** and Evo US as the **Processor**.

## EVO Gateway Profile Remove ✕

Name/Setup ID

i

Connector

i

EVO
▼

Processor

i

Evo US
▼

Fill in the rest of the gateway information/credentials from what your EVO rep gave you

When finished, scroll to the bottom of the page and click **Save**.

### Note

- If you have questions about your merchant account you can reach out to [B2B@evopayments.com](mailto:B2B@evopayments.com).

### Updating Cavallo SalesPad

Now that you have the EVO gateway created in PayFabric it is time to log into SalesPad.

Open **Settings** and filter for **Default Gateway**.

In the drop-down list for **Default Gateway** select your EVO gateway.

The screenshot shows the 'Settings' window in SalesPad. The 'Filter' field contains 'default gateway'. Under the 'PayFabric' section, the 'Default Gateway' dropdown menu is open, showing 'AuthNet' as the current selection. The 'EVO' option is highlighted, and a mouse cursor is pointing at it.

When finished click **Save**.

### If using EMV terminals/devices with Cavallo SalesPad

Log into SalesPad and go to **Store Setup** from **Setup/Utilities**.

Select your drawer from the list on the left.

Select your Evo gateway from the drop-down list for **Default Gateway** in the **PayFabric** setup tab.

The screenshot shows the 'Store Setup' window in SalesPad. The 'Store and Drawer' table on the left has a row with 'Test' in both columns. The 'Assigned Users' table is empty. The 'Unassigned Users' table lists users: 'space', 'mobile', 'paul.manven', and 'sa', all with 'Test' as their security group. The 'PayFabric' tab is selected, and the 'Default Gateway' dropdown menu is open, showing 'AuthNet' as the current selection. The 'EVO' option is highlighted, and a mouse cursor is pointing at it.

Repeat as necessary for all applicable Drawers.

When finished click **Save**.

You can also check out our PayFabric integration [documentation](#) on the setup or usage of PayFabric within Cavalo SalesPad.