# 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.

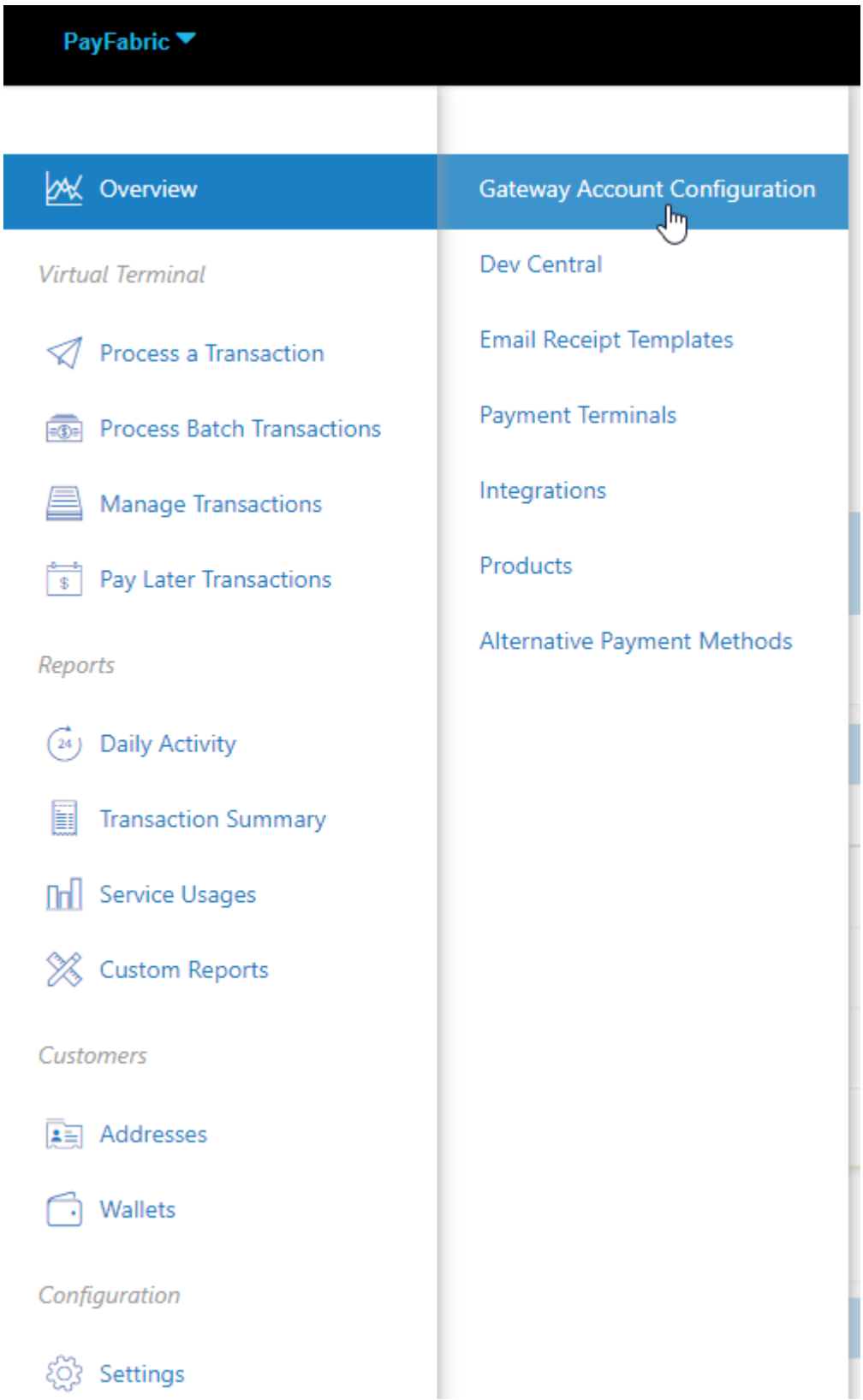
You can reach out to *Support@payfabric.com* to get your credentials.

## Setup

### Creating your EVO gateway in the PayFabric Portal

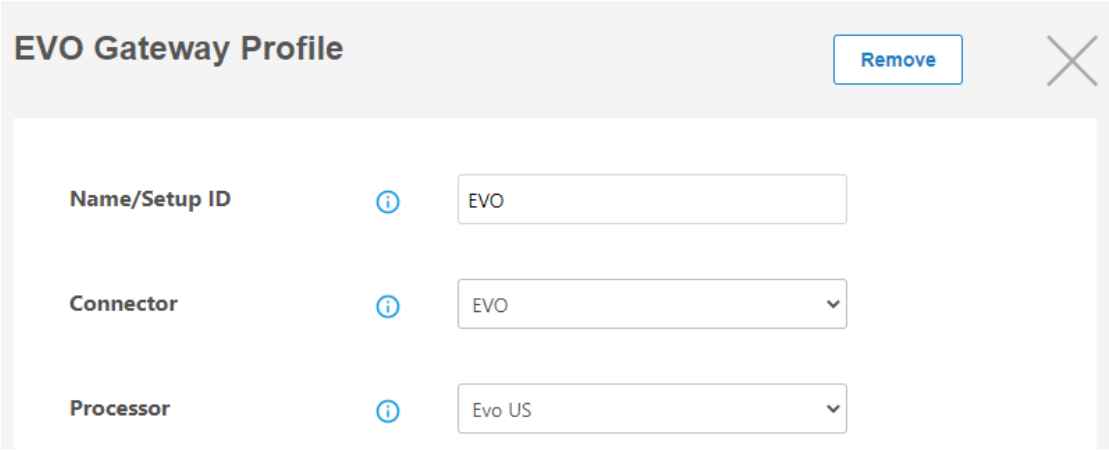
First, log into your PayFabric Portal account using a web browser.

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.**




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

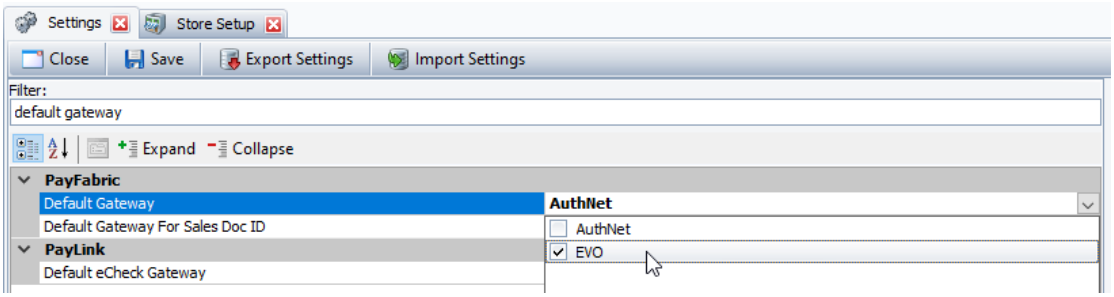
- If you have questions about your merchant account you can reach out to *B2B@evopayments.com.*

### 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.



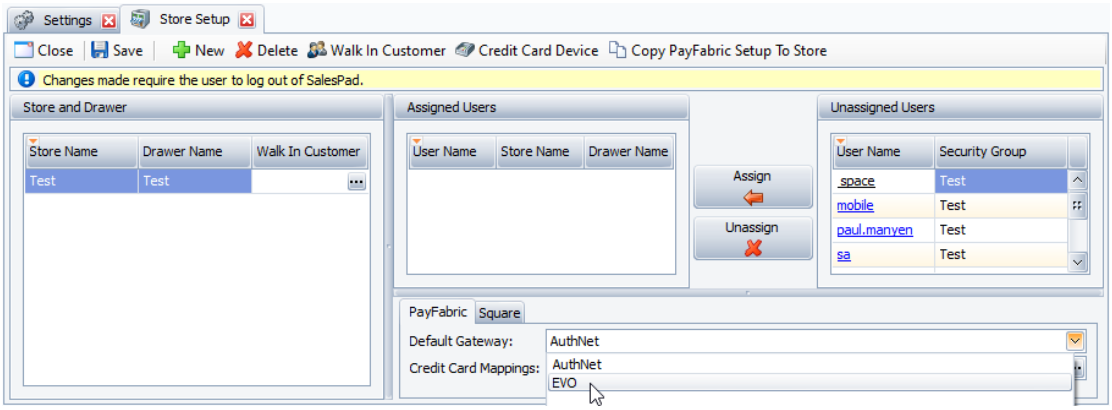

When finished click **Save.**

### 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.



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.