



## Setting up the EVO Gateway

Paul Manyen - 2024-11-22 - PayFabric

### 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**.



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.



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 Cavallo SalesPad.