

CentreSuite – Quick Reference Guide

Managing Temporary Credit Limits (TCL)

The following information provides guidance to help Administrators with using the CentreSuite® by TSYS card management platform.

When using Temporary Credit Limits, Bank Rule limits do not apply. Therefore, limits can be made outside the thresholds of the Bank card limits on cards.

- To manage and resolve temporary credit limit (TCL) controls, also known as Spend Controls, select **Accounts** > **Manage Temporary Spend Controls** from the menu.
- Next, you will be taken to the **Manage Temporary Spend Controls** screen.

Manage Temporary Spend Controls ADD TEMPORARY SPEND CONTROL

Organization:
[Text Field] SELECT ORGANIZATION

Show requests for:
 All controls Single Purchase Limit MCCG Credit Limit

All requests In Progress requests Scheduled requests Completed requests Reset requests

For controls initiated: [Last 10 Days] ▼ **From** [09/20/2020] **To** [09/30/2020]

SEARCH

Note: On the **Manage Temporary Spend Controls** screen, you will have the ability to search for the following **Temporay Spend Controls** that have been requested:

- Single Purchase Limits
- MCCG
- Credit Limit
- In Progress requests
- Scheduled requests
- Completed request
- Reset request

You may filter the search criteria. Simply click on the **Last 10 days** drop down-menu and select the desired filter.



- Click **Search**.

The search results will display under **Requests**. Please note, you may export the results by clicking on the **Export All** option next to **Requests**. You may also click on the **Actions** icon **...** to view the request details, including error details.

Status	Actions	Account Number	Name on Account	Control Status	Control Type	Temporary Value
●	...	410063*****4591	KENNETH RICE	Error	Credit Limit	15000

- To add a temporary Spend Control (Also known as Temporary Credit Limit), click on the **Add Temporary Spend Control** option to be taken to the **Add Temporary Spend Control** screen.

Manage Temporary Spend Controls

ADD TEMPORARY SPEND CONTROL

Organization:

SELECT ORGANIZATION

Show requests for:

All controls
 Single Purchase Limit
 MCCG
 Credit Limit
 All requests
 In Progress requests
 Scheduled requests
 Completed requests
 Reset requests

For controls initiated:

Last 10 Days
From 09/20/2020
To 09/30/2020

SEARCH



- Next, search for the account by **Name on the Account**, **Account Number** or **Account Status**.
- Select the **Account** once displayed under the **Search Results**, then click **NEXT**.
- Select the **Temporary Spend Control** desired from the drop-down menu
- Then, select the **Start Spend Limit** and the **Reset Spend Control** dates.

← Back to results

Set Temporary Spend Control for KENNETH RICE (410063***4591)**

Current Account Information:

Credit Limit:	\$5,000.00
Single Purchase Limit:	\$0.00
Merchant Category Code Group	SYS DEFAULT

Temporary Spend Control [?]

Single Purchase Limit	←
Merchant Category Code Group	
Credit Limit	

Temporary Single Purchase Limit [?]*

Note:

Start Spend Limit/Code On [?]* 09/30/2020 ←

Reset Spend Control/Code On [?]* 10/01/2020 ←

[Cancel](#)

QUESTIONS?

Should you have additional questions or need further assistance, contact Regions Client Services at 1-800-760-1983.