

MERCHANT SERVICES

CARD ADDITION / CHANGE REQUEST FORM

IMPORTANT - PLEASE READ BEFORE PROCEEDING:

**ALL INFORMATION LISTED IS REQUIRED AND MUST BE COMPLETED.
PLEASE FAX THIS REQUEST FORM TO DATA PROCESSING AT (516) 921-9448.
THIS REQUEST WILL NOT BE EFFECTIVE UNTIL THE SIGNATURE HAS BEEN
VERIFIED BY IPAYMENT.**

Thank you for your cooperation.

Merchant Name: _____

Merchant Number: _____ **(Required)**

American Express:

Please check one: Add Change

Merchant Account # / SE Number _____

Discover Card:

Please check one: Add Change

Merchant Account # _____

Diners Club / Carte Blanche:

Please check one: Add Change

Merchant Account # _____

Japanese Credit Bureau (JCB)

Please check one: Add Change

Merchant Account # _____

Signature of Authorized Principal

(as specified on the Merchant Application/Agreement)

Date

If you should have any questions, please contact our Merchant Services department at (877) 964-1622 or email us at support@1nccard.com