



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 800-360-7951

**THIS REQUEST WILL NOT BE EFFECTIVE UNTIL THE REQUIRED DOCUMENTS ARE
PROVIDED AND APPROVED.**

Thank you for your cooperation.

Merchant Name: _____

Merchant Number: _____

American Express:

Please check one: Add Change

Merchant Account # / SE Number _____

American Express transactions currently being paid to merchant by:

American Express – OR – Combined with Visa and MasterCard payments

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

Print Name

Phone

Email Address

For questions, email Client Services: clientservices@merituspayment.com or call (714) 449-0211.