



## Address Change Request Form

Fax to (904)620-9067

Address changes that are requested by Wednesday, will be uploaded into all specified areas the following Sunday. Requests for updated terminal file builds will be routed for download with 72 hours. Call support on 904-564-1228.

Date: \_\_\_\_\_

MID: \_\_\_\_\_

Merchant's DBA:

\_\_\_\_\_

Attention:

\_\_\_\_\_

Street Address or PO Box:

\_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code

\_\_\_\_\_ Country \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax

Number \_\_\_\_\_

Merchant's Email: \_\_\_\_\_

### Select Which Address to Change from the Following:

\_\_\_\_\_ All Addresses \_\_\_\_\_ Billing Address \_\_\_\_\_ Business or Street Address

\_\_\_\_\_ Chargeback Address \_\_\_\_\_ Copy Request Address \_\_\_\_\_ Corporate  
Address

\_\_\_\_\_ Mailing Address \_\_\_\_\_ Shipping Address

### Comments/Special Instructions: