

## Quick Start Application

(type and complete all fields)

Sales Office::

Sales Rep:

Source:

### (1) Merchant Application

Legal Name of Business			DBA (Doing Business As) (only 22 characters including spaces)		
Street Address (Physical Address - No PO Box allowed)		City	State	Zip	Country of Incorporation
Mailing Address (if different than street address)		City	State	Zip	Business Type
Business Phone	Business Fax	Merchant Email Address		Merchant URL (Website Address)	Age of Business
Authorized Business Rep		Number of Principle Owners		Solution Requested (CC, ACH or Both)	
Tax Filing Name (as it appears on taxes)		Federal Tax ID	Business Structure	Business located outside of 50 United States?	Yes No
				Hold a Non-Profit status letter from IRS?	Yes No
				Part of a Government Entity (state or Federal Agency)?	Yes No

### (2) Ownership

Principle Name	Ownership %	Title	Home Telephone	Date of Birth	Social Security #	Principle Email
Street Address	City	State	Zip	Drivers License # and State issued		Expiration Date
Second Principle Name (Optional)	Ownership %	Title	Home Telephone	Date of Birth	Social Security #	Principle Email
Street Address	City	State	Zip	Drivers License # and State issued		Expiration Date

### (3) Settlement Account

Bank Name	Transit Routing Number	Account Number
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### (4) Business Profile

Estimated Monthly Volume (VS, MC, Disc)	\$	List Type of Business /Products/Services Sold and How (Be Specific)	
Estimated Monthly Volume (AMEX)	\$		
Average # of Transactions	#		
Typical Ticket / Average Sales Amount	\$	Billing Model (one-time, Memberships, Trial-Recur etc)	
Highest Ticket Sale Amount	\$		
Chargeback Ratio by Volume if applicable	%	USA Domestic Processing, Offshore Processing or Both required?	
Chargeback Ration by Count if applicable	%		
Face to Face Card Acceptance	%	Languages, Currencies and Countries you do business in? (Be specific)	
Mail Order (MO) Card Acceptance	%		
Telephone Order (TO) Card Acceptance	%		
Internet Card Acceptance	%		
Total	100%	Has the Business or any principle ever had a merchant account terminated or been a TMF/MATCH, explain:	
Swiped Transactions	%		
Keyed Transactions	%		
Total	100%	Location Type	Zone Type
# of Employees	Are you now processing or ever processed credit cards?		Processor Name
Do you use a 3rd Party Processor?	Equipment Type:		Make and Model:
Timeframe from the transactions to delivery of the product or service? (Must total 100%)			
% from 0 to 7 days	% from 8 to 14 days	% from 15 to 30 days	% 30 + days
Any % percentage of your business operations, support staff, or employees outsourced to a country outside the USA?			
If so - please explain in detail your business operations handled in USA vs Foreign, & your # of non-USA employees.			