

Additional Business Outlet (UK)

Submission of additional trading outlet details for a merchant account.

- In the top menu use "File > Save As" to save this PDF form at a convenient location on your computer.
- Preferably fill out the form on a computer.
- When fully completed, send the signed form as an email attachment to sales@ecommm365.com



Section 1 - Type of Additional Request

Please select the solution(s) you are applying for:

Point of Sale (POS)

Virtual Terminal (VT)

Pay by Link

Card Storage

Section 2 - Outlet Details

Merchant Legal Name

Outlet Trading Name

Outlet Trading Address

Postcode

Country

Outlet Contact Name (*e.g. store manager*)

Outlet Contact Phone (*include area code*)

Outlet Contact Email

Section 3 - Terminal Requirements

Please enter a quantity beside the type(s) of terminal and number of base stations you require.

Virtual Terminal

Portable Terminal

(Charging) Base Station

Do you require a cash back facility? Yes* No *If yes, please outline why:

We recommend that the refund function is passcode protected.

If you would like to passcode protect refunds, please enter a 4 digit passcode here:

For POS device administration, please assign **two numeric** passwords that will be memorable to you, one 4 digits, one 6 digits:

(i) 4 digit admin passcode:

(ii) 6 digit admin passcode:

What area of business will the terminal(s) be used for?

Projected Sales Values (where ATV: Average Transaction Value; MTV Maximum Transaction Value, LTV Lowest Transaction Value)

Terminal 1			Terminal 2			Terminal 3		
ATV	MTV	LTV	ATV	MTV	LTV	ATV	MTV	LTV

Section 4 - Pay by Link

Do you require Pay by Link? Yes* No *If yes, please outline why Pay by Link is required below.

Do you require Card Storage? Yes* No *If yes, please outline why Card Storage is required below.

Section 5 - Bank Account Details

Are the bank account details different from the ones stated on the original application form? *Yes No

** If yes, please enter details below & provide evidence of bank account in the merchant name, e.g. a bank statement dated within the last three months.*

BIC / Swift IBAN (International Bank Account Number)

Sort Code Account Number Account Currency

Bank Name & Address

Account Holder Name

- We require proof of business address in the merchant's name (e.g. utility bill), dated within the last three months.

Directors' Signature: _____ Print Name: _____ Date: _____