



MERCHANT INFORMATION

1. SUMMARY OF BUSINESS (Please describe in DETAIL what you do and what you sell including pricing):

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2. MERCHANT BUSINESS INFORMATION

Merchant DBA Name:		Merchant Legal Name:	
DBA Address:		Legal Address:	
DBA City:		Legal City:	
DBA State:		Legal State:	
DBA Zip:		Legal Zip:	
Contact First Name:		Federal Tax ID:	
Contact Last Name:		Date Incorporated:	
Contact Phone:		State of Incorporation:	
Contact Email:		SIC/MCC Code:	
Ownership Type:	Select One...		
Website:		Customer Support #:	
<small>Depository Bank Account Information. Attach voided check for the account listed Name must match legal or DBA name listed on check. By providing the following reference information, you are authorizing Bank to initiate ACH debit and credit transactions to said account.</small>			
Bank Account # / DDA:		Transit Routing #:	
Principals (Must Equal 51% Or More Ownership)			
Owner 1:			
First Name:		Ownership %:	
Last Name:		Phone Number:	
Address:		City:	
State:		Zip:	
Date Of Birth:		SSN:	
Owner 2:			
First Name:		Ownership %:	
Last Name:		Phone Number:	
Address:		City:	
State:		Zip:	
Date Of Birth:		SSN:	
Do You Currently Accept Credit Cards?	Yes No	Total Monthly Processing:	\$
Average Ticket Value:	\$	Highest Ticket Value:	\$
Has Merchant Ever Had Processing Account Terminated?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Personal <input type="checkbox"/> Business	
Have Merchant or Owners Ever Filed for Bankruptcy?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Personal <input type="checkbox"/> Business	
Credit Card Swiped:	%	MOTO/Internet:	%
How much Amex do your process each year?		I have an AMEX ESA#:	

SCHEDULE D – MOTO / INTERNET QUESTIONNAIRE

1. Will you accept payment for products/services on your Web site? Yes No or I do not have a website .
2. What % of your products/services will be sold/delivered in the following markets (total must equal 100%)? North America _____%
Europe _____% Other Markets _____%
3. What percentage do you sell to Business _____% Consumers _____%
4. Briefly outline your return policy: Greater than 30 Days Less than 30 Days No Returns Other (Please Specify): _____ If No Returns, why are refunds not provided? _____ (If no refunds, go to 9)
5. When do you charge the customer? Shipment/Completion of Service Order
6. What is the normal "turnaround time" from when you receive the order to the customer receiving the goods/services: _____ days.
7. Do you take advance deposits (a percentage of the full value or a fixed part-payment paid in advance)? Yes No
 - a. If Yes, what % of the final price is paid as a deposit? _____% What fixed deposit is taken? \$ _____
8. Do you take payments for memberships, subscriptions, or packages? Yes No
 - a. If Yes, please provide the usual breakdown of transactions (by % of total sales) and their respective price points. _____ %
9. If packages or memberships are sold, what is the average amount of time it takes a customer to use up their package? _____
10. If subscriptions are sold, how do you manage the recurring payments? Payarc's Vault Module Other: _____

SCHEDULE E – ADDITIONAL DOCUMENTS REQUIRED

1. Copy of Driver's License for all owners.
2. Recent credit card processing monthly statement (if available) or recent bank statement.
3. Copy of voided check.