



Card Addition/Change Request Form

**Fax Completed Request to Data Processing:
818-597-7083**

If you have any questions, please call Merchant Services at 800-589-8200

Merchant Name: _____
Merchant Number: _____

American Express	<input type="checkbox"/> Add	<input type="checkbox"/> Change
Merchant Account/SE #: _____		
Discover Card	<input type="checkbox"/> Add	<input type="checkbox"/> Change
Merchant Account #: _____		
Diners Club/Carte Blanche	<input type="checkbox"/> Add	<input type="checkbox"/> Change
Merchant Account #: _____		
Japanese Credit Bureau (JCB)	<input type="checkbox"/> Add	<input type="checkbox"/> Change
Merchant Account #: _____		

_____	_____
Signature of Authorized Merchant Principal	Date
(as specified on the Merchant Application/Agreement)	
Note: Change request will not be completed unless the merchant completes all pertinent information above and signature is verified by BankCard USA personnel. Thank you for your cooperation.	