



Trading (DBA) Name and Address Change Request

Please fill out in capital letters

Merchant Number:

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Ticket Number :

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New address should be used for following correspondence:

Statements Chargeback Notifications

All other, please specify _____

New Trading Name:

New Trading Address:

New Legal Entity:

Yes No

New Owner:

Yes No

Business Type:

Limited Company Partnership Sole Trader Other (please specify)

Contact Name:

Contact Telephone Number:

Authorised Signature

Printed Name

Position in Company (this must be one of the following: Director, Partner, Owner)

I hereby confirm that I am authorized to sign on behalf of the company in relation to this request.

Return Address:

Document Management & Services
Elavon Merchant Services
PO Box 56
Arklow Business Park
Arklow
Co. Wicklow, Ireland

Fax:

00 353 402 26745

Elavon Financial Services Limited

Registered in Ireland – Number 418442

Registered Office: Block E, 1st Floor, Cherrywood Business Park, Loughlinstown, Co. Dublin, Ireland

Directors: R.Abele (USA), J.Collins, T.Dolan (USA), P.Joseph (USA), D.Lynch, J.McNally, M.Towson

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