



**MERCHANT
CONNECTIONS**

**PROCESSING PRE-APPLICATION FORM
ALL FIELDS REQUIRED**

Section 1 – Company Information – all fields must be completed

Legal name	
DBA Name	
Incorporation Date	
Street Address	
Tax ID	
City/State	
Country	
Post Code / Zip code	
Contact Telephone Number	
Trade Reference 1	
Trade Reference 2	
Trading URL	
URL Descriptor	
Corporate URL	
Major countries your traffic is coming from (%) ie. US/EU/Asia/other	
Customer Service Email	
Customer Service Phone Number	
Return/Refund Policy	
Requesting Domestic, International Account or Either	
Willing to create EU corp	
Ever been TMF'd	

Section 2 – Company Director Information – all fields must be completed

Name	
Street	
City	
Post Code	
Country	
Date of Birth	
Social Security Number	
E-mail address	
Telephone number	

Percentage ownership	
DL/Passport number	

Section 3 – Settlement Bank Information

Voided check should reflect this information

Bank Name	
Bank Address	
Transit # (ABA Routing)	
Account # (DDA)	
Contact Person	
Contact Phone	
SWIFT Number	

Section 4 – Credit Card Processing Information – all fields must be completed

	What currency(s) do you intend to use	
	Yes (X)	No (X)
EURO		
USD		
GBP		
Others		

	Which Credit and debit cards to you wish to process	
	Yes (X)	No (X)
VISA		
MasterCard		
Diners		
Maestro Intl.		
Others		

Section 5 – Volume, transactions, currencies, limits and market

Currently Processing? If not or you have less than 3 months a business plan is required	
Reason for new account	
Current Processor Name	
Current Credit card descriptor	
Current monthly processing volume	
Currencies Accepted	
Average monthly transactions	
Average transaction amount	
Minimum transaction amount	
Maximum transaction amount	
Which countries or geographic regions are you targeting	

Section 6 – Delivery of services / products

Average delay to deliver/full your product/service to the cardholder (days)	
When is the card charged? At time of order or time of delivery?	
Who does the fulfillment	

Section 7 – Functional requirements

	Yes (X)	No (X)
E-commerce?		
Virtual terminal?		
Recurring billing?		
3D secure merchant plug-in?		
Other requirements:		

Other information or remarks

Date: ___ / ___ 20__