Banking Account Change Request



Provide your business information

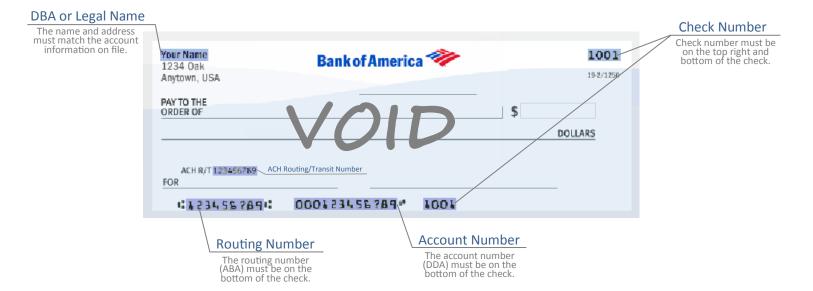
Effective Date	Merchant ID Number	Phone	Number
	— Welchant 15 Wallisel	Thore	Training!
Doing Business As Name		Legal Business Name	
Doing Business As Name			
Enter your checking a	account numbers ¹		
Deposit Account Where we will deposit your funds.		Withdrawal Account Same as deposit account Where we will withdraw your fees.	
Provide your <i>current</i> checking account numbers*		Provide your <i>current</i> checking account numbers*	
Routing Number	— Account Number ———	Routing Number	Account Number
Provide your <i>new</i> checking account numbers*		Provide your <i>new</i> checking account numbers*	
Routing Number	— Account Number ———	Routing Number	Account Number
	¹ Only checking accounts ca	n be used. *See next page for instructions	on how to locate routing and account numbers
Select the supporting	g document you will p	rovide*	
Check the box next to the suppo	orting documentation you are suppl	ying and attach it as a second page	e to this document.
☐ Voided Check		☐ Bank Letter	
Acknowledgement		*See next page t	or examples of documentation requirements.
	tified above (the "Merchant"), I req	uest that the bank account(s) (the	settlement account(s)) associated
	updated to reflect the new checking ange on behalf of the Merchant, an		"New Account(s)"). I represent that I
make any debits or credits to the	e New Account(s) as may be permit	tted under my merchant processin	g relationship with you. I
	ment types other than Visa, Master of the contacting the card organization	•	erican Express Card and TeleCheck
Services), rum also responsible r	or contacting the cara organization	is or companies governing those c	ards to notify them of this change.
Legal Signer's Signature		Title	
Legal Signer's Printed Name		Date	

Take the next steps to complete the update

- After you complete the form, return it to fax number or reply to the email you received from BankAccountChanges@bankofamericamerchant.com. If you do not reply to this email directly, the information will not be sent securely.
- After we receive the form, your request should be completed within 24-48 business hours.
- Keep your existing settlement account open until you confirm funds are deposited into the new account.
- If you are receiving statements directly from a third party providers (e.g. American Express) you must contact them directly to change your account information.

*Voided Check Requirements

Starter checks may not be used.



**Bank Letter Requirements

The bank letter should always be typed.

