



In order to ensure prompt Settlement of funds to your account, please allow at least three (3) Business Days' following the receipt of this form. You will receive a letter via US mail when the request has been processed. Please complete ALL fields on this form. Not providing all information will result in a delay in the processing of your request.

Tape a voided check of the new Settlement Account here before faxing or mailing

If there is not enough space here to attach a check, please attach it on a separate page.

- Checking Account: the check cannot be a starter (counter) check and it must have your business information pre-printed on it.
• Deposit Account: a deposit slip with your business information pre-printed on it.
o Verify with your bank that the deposit slip has the correct ABA (routing number) for ACH transactions. If they are different, attach the deposit slip and write in the correct ABA number above, where indicated

Form with fields: Merchant's Legal Name, Merchant Number(s), Contact, Job Title, Phone, E-Mail Address, FAX Number, Bank Name, Bank Routing Number (ABA), Bank Account Number (DDA), Company Name at Bank, Bank Phone Number, Bank Contact Name.

This change applies for all Discover Card transactions on this merchant account (credits and obligations): Yes No (If no, please include the details below under 'Special Instructions'.)

Reason for Banking Information Change: Change of DDA/ABA (Same Ownership), Business Change of Ownership, Other, Bankruptcy

Effective Date of Change:

Special Instructions:

By signing this form I indicate that I am authorized to request the changes described above on behalf of the Merchant listed above to the bank account information used by Discover Network.

Signature Required: Date:

FAX Number: 1(866) 451-1224
Address: Discover Network, ATTN: Banking Changes, PO Box 3022, New Albany, OH 43054-3022
Instructions: 1. Complete and sign the form. 2. Attach a voided check from your new bank account. 3. Fax the form to the number indicated