

Chargeback Notification Delivery Form

Please email the completed form to disputes@yourmerchantsupport.com or fax to (817) 402-2813.

Merchant Number (MID) _____

If multiple MIDs are affected by this change, please submit a separate form for each MID.

Business Name _____

Select one delivery method

Fax Number: _____

Email: If more than one email address a distribution email must be provided.

(Only two e-mail addresses may be added)

Email Address: _____

Distribution Email List: _____

If emailing, please put the 8-digit case number in the subject line. Please respond with one case per email or fax. Do not send multiple cases on the same email or fax.

Authorized Representative Signature

Signature _____

Print Name _____

Date _____

Contact Number

MERCHANT shall provide BANK its current email address and provide at least (10) days written notice to BANK of any changes to MERCHANT'S email address. If MERCHANT fails to provide notice of a change to MERCHANT'S email address, MERCHANT shall have no recourse against BANK for non-receipt of any and all retrieval and/or chargeback notifications. This notification may be made by calling 1-800-701-2831 ext 2672 OR e-mailing disputes@yourmerchantsupport.com