



Pre-Qualification Application

Application Checklist

Please scan and email the following documents to :
sales@salemanager.com or fax to 904.437.4050

- Pre-Qualification application
- A voided check
- A bank reference or a letter of good standing
- 6 months of credit card processing statements
- International Corporation Application (if applicable)

For an existing EU Corporation :

- Certificate of Incorporation
- Memorandum and Articles of Association or an equivalent document listing the director(s) and shareholders(s)
- Certified copy of the passports of the director(s) and shareholder(s)
- Copy of utility bills of the director(s) and shareholder(s)

For all non-EU Companies, including US Companies :

- Incorporation documents, listing any directors, managers and shareholders (whichever applies)
- Certified copy of the passports of the directors, managers and shareholders (whichever applies)
- Copy of the utility bills of the directors, managers, and shareholders (whichever applies)

COMPANY INFORMATION

Legal Company Name :

DBA Name :

Contact Person :

Street Address :

City / Zip :

Country :

Telephone :

Fax :

E-mail address :

Business License Number (if applicable) :

Incorporation Date :

Number of Employees

Internet Address (URL) :

Descriptor :

Support Phone Number :

Industry :

Traffic Sources (Networks, Affiliates, Publishers, etc) :

Country of Operation :

Percentage of Foreign Cardholders :
 (In U.S., EU, the rest of the world)

Company Tax ID number (VAT number) :

Commercial Register no. :

Issuing Authority :

Products Offered (if applicable) :

To which countries do you supply?

AUTHORIZED SIGNATORIES

First and Middle Name :

Last Name :

Title or Occupation :

Home Address :

Zip / Postal Code :

Country :

Date of Birth :

Home Telephone number :

Mobile Telephone number :

BANK INFORMATION

Account Holder :

Account Number :

Routing Number :

Bank Name :

Full Address of Bank :

Email Address :

Identity Card / Driver's License Number :

Date of Issue :

Issuing Authority :

Expiration Date :

Passport Details :

(Issuing Country, Number)

Social Security Number :

Swift / BIC Code :

IBAN :

Contact Person at the Bank :

Phone Number of Contact Person :

Date Account Opened :

Bank Account Currency :

PROCESSING INFORMATION

Former Processor :

Reason for termination :

Have you ever entered a Chargeback Monitoring Program?

Settlement Currency :

Does the Company Store Credit Card Data?

Estimated Monthly Volume Amount :

Monthly Estimated Number of Transactions :

Average Transaction amount :

How do you receive customer's orders?

PRODUCT / SERVICES DESCRIPTION

Will there be any recurring transactions (memberships, etc)?

What is your delivery process? (if applicable)

Customer Care Phone Number :

Billing Model :

Billing Timeframe

Day 1 : \$

Day : \$

Day : \$

Recurring amount

Every Days : \$

Customer Care Email Address :

Do you have a dedicated customer support team?

What is your refund/cancellation policy?

When is the customer charged for the purchase?

Please list your fulfillment company, if any :

Where and when do you display the descriptor info?

I, the undersigned, warrant that all the information I have provided herein is true and correct. I further understand that it is my responsibility to maintain my accounts in good standing with the banks and comply with all regulations put forth by the card associations. I warrant that I am not involved in any unlawful activity and that I will not use this merchant account for any purposes other than those disclosed on this application.

All applications are subject to verification by the respective banks. **Processing.com** reserves the right to deny processing to any customer at its own discretion. **Processing.com** and its affiliates, partners, employees, and directors are neither responsible nor liable for any loss, fines, or expenses incurred by the client.

Print Name :

Date :

Authorized Signature :