



ACH/DRAFT CHECK MERCHANT ACCOUNT CHANGE OF BANK ACCOUNT REQUEST

Date: _____

To: ACHQ™, Inc.

From: _____
Owner's Name

Business Name

Merchant Number

Effective immediately, please change my banking account information records according to the following:

New Bank DDA/Routing Information:

Bank Name: _____

Acct. Number: _____

Routing Number: _____

I (Merchant) agree, by my signature below, to the above changes and I further agree to these changes with regards to programming. I have enclosed a voided **pre-printed** check from the new bank account.

X _____
Merchant Signature

Note: Temporary Checks are **not** acceptable. A **Voided Pre-Printed** Check for the new account **MUST** be attached (if mailed) or faxed to: **631-691-0669**

****If you changed your Corporate Name, Ownership, Partners, or changed from Sole Proprietor to Corporation, you MUST fill out a NEW APPLICATION.**