



MERCHANT ACCOUNT CANCELTION FORM

MERCHANT INFORMATION:

MERCHANT ID# _____ DBA NAME _____
(16 digit # located at the top of your statement)

ADDRESS _____ CITY _____

STATE _____ ZIP CODE _____ PHONE _____

CONTACT NAME _____

ONCE YOUR CANCELTION FORM IS RECEIVED A REQUEST WILL BE SENT TO THE PROCESSOR TO CANCEL YOUR ACCOUNT. IF FOR ANY REASON YOU NEED YOUR ACCOUNT REACTIVATED A FEE OF \$150.00 WILL BE CHARGED AND IT COULD TAKE UP TO 72 HOURS FOR REACTIVATION.

REASON FOR ACCOUNT CLOSURE (SELECT THE REASON THAT BEST DESCRIBES YOUR SITUATION)

CLOSING ALL BUSINESS LOCATIONS ____ DUPLICATE ACCOUNT ____ SOLD BUSINESS/NEW OWNERS ____

EQUIPMENT/PRODUCT ISSUES ____ FUNDING/CHARGEBACK ISSUES ____ CHANGED PROCESSORS ____

DISSATISFIED WITH SERVICE ____ NOT ENOUGH CREDIT CARD BUSINESS ____ PRICING ISSUES ____

SALES REPRESENTATIVE /OFFICE ____ STATEMENTS/REPORTING ISSUES ____

OTHER (PLEASE EXPLAIN) _____

WHAT COULD GDPAY HAVE DONE DIFFERENTLY TO CONTINUING SERVING YOUR PROCESSING NEEDS?

SIGNATURE AND ACCEPTANCE – I understand that my deposit account will continue to be billed monthly fees until receipt of the completed closure form. My account may also be debited for any processing fees, as well as a termination fee if applicable. I understand future chargebacks, if any, will also be debited from my deposit account.

Your account will be closed by the end of the month if received ten (10) business days prior to the last day of the month.

BY SIGNING THIS FORM I CERTIFY THAT I AM THE OWNER (IF PRIVATELY OWNED) OR THE AUTHORIZED OWNER (IF INCORPORATED) AND HAVE THE AUTHORIZATION TO TERMINATE THIS ACCOUNT.

I ALSO CERTIFY THAT ALL STATEMENTS INCLUDED IN THIS CANCELTION FORM ARE TRUE AND BINDING, AND THAT THE SALES REPRESENTATIVE AND/OR COMPANY THAT ORIGINALLY SOLD ME GDPAY'S MERCHANT PROCESSING HAS NOT SOLICITED OR SOLD ME PROCESSING FROM A COMPETITOR OF GDPAY.

AUTHORIZED SIGNATURE ON ACCOUNT:

_____ 

PRINT NAME: _____ DATE: _____

SIGNER'S TITLE: _____

PLEASE FAX THIS COMPLETED FORM TO **1.888.324.8814** or email to **support@gdpay.com**

This will cancel my merchant account ONLY. If you have any third-party billings those will need to be canceled direct with that company.