

Instructions for Completing and Submitting a Merchant Application

If you already have a merchant account, please follow these instructions. If this is your first merchant account, please see below.

- Step 1: Complete the highlighted sections and fields of the following application and agreement. If your business has multiple owners, you'll need to provide the information requested for all owners.
- Step 2: Sign where indicated on Page 3.
- Step 3: Provide copies of the following documents:
 - Three recent months of month end merchant statements from your current provider
 - If you accept American Express, one recent American Express statement.
 - Business Tax Registration Certificate or Seller's Permit.
 - Void check for the deposit and billing account.
 - A brief description of your business and/or service provided.
- Step 4:Fax all documents to (310) 693-2995 / or scan and e-mail to
accounts@strategicmerchantsolutions.com.

If this is your first merchant account, please follow these instructions.

- Step 1: Complete the highlighted sections and fields of the following application and agreement. If your business has multiple owners, you'll need to provide the information requested for all owners.
- Step 2: Sign where indicated on Page 3.
- Step 3: Provide copies of the following documents:
 - Articles of Incorporation or LLC Filing. NOTE: Not required if you're a Sole Proprietor.
 - Business Tax Registration Certificate or Seller's Permit.
 - Void check for the deposit and billing account.
 - A brief description of your business and/or service provided.
- Step 4: Fax all documents to (310) 693-2995 / or scan and e-mail to accounts@strategicmerchantsolutions.com.

*	STRATEGIC Merchant Solutions	Name	Rep N			Rep Phone #		Rep #	Chain #	
	O Box 7717 Thousand Oaks, CA 91359 88-614-6888 main 805-244-9266 fax StrategicMe			CONT APPLIC	-				nal Location	
	DBA Name:				DBA PI	none #:			Ext.	
	Contact Name:	DBA Fax #:								
ant ttion	Cell Phone #:			Customer Service Phone #:						
Merchant Information	DBA Address:	Web site:								
2 5	City:	State: Zip Code:			Email;					
	Previous Processor:	Year Established:			Length of Current Ownership; years months					
	Legal/Corporate Name:	Legal/Corporate Phone #: Ext.								
rate ation	Legal/Corporate Contact Name:					Legal/Corporate Fax #:				
Corporate	Legal/Corporate Address:	Suite:								
	City:		State:	E Zip Code:						
Bus Type	□ Sole Proprietor □ Public Corp □ C 0 □ General Partnership □ Limited Partner	•	•			_	• •	pany 🗌 G	overnment	
er)	Owner/Partner: Percentage of Ownership % or Officer: (Title)									
Principal Information 1 (Owner/Partner/Officer)	First Name:		DOB:	(SSN:)						
Inforn	Last Name:	Home Phone	e #: Cell #.							
cipal ier/Pa	Home Address: DL #:					Exp. Issuing) Date: State:				
Prin (Owr	City: State:		Email Address:							
n 2 er)	Owner/Partner: Percentage of Ownership % or Officer: Title									
nformation 2 rtner/Officer)	First Name:		DOB:			SSN:				
Inforr artner	Last Name:		Home Phone	#:		Cell #:				
Principal Ir (Owner/Par	(Home Address) DL #:					Exp. Issuing Date: State:				
Prin (Owr	City: State:	Zip Code:		Email Addres	<mark>s:</mark>				1	
	Average Sale Amount: \$ Description of product or services offered:									
_	Total Monthly VISA®/MC/Discover Network	® Sales: \$			MCC:					
Other Merchant Information	Card Present (swiped) % Card Present (not swiped) % Mail Order % Telephone Order % Internet % Total = 100% For Card Present Transactions, when does the customer receive the product of the product								t or service?	
er Mer	Do you use a fulfillment house or telemarketing company?									
Othe	Address: City:					State: Zip Code:				
	Do you operate seasonally; Yes No I January February July August	k month ber	April			nd reopen. \$25 per open and/or close):Initials May June November December				
nk ount	Deposit Bank Name:	ABA/I	ABA/Routing #:			DDA Account #:				
Bank Account	Billing Bank Name (if different):	ABA/I	ABA/Routing #:			DDA Account #:				

				MERCHA	NT AP	PLICATIO	DN - Sch	edule of F	ees				
Card Accept	Please check each card you wish to accept. Note: acceptance of card types not selected will result in discount downgrades. All VISA®/MasterCards/Discover Cards VISA® Credit MasterCard Credit Discover VISA® Debit MasterCard Debit American Express					Pricing Category	☐ Retail ☐ Restaura ☐ MO/TO	ant	L ·	Supermarket		☐ ARU] Auto Rental] E-Commerce	
	Rates	are for a	all card acce	ptance types s	elected a	above		Fee Type)	Amt. \$	Per Autho	orization	Amt. \$
			VISA®	MasterCard		scover		Application Fee			VISA®		
	Qualified	Ra	ate% + Per Item %+\$	Rate% + Per Item %+\$		% + Per Item %+\$		Installation/Train	ing		MasterCard		
	Rewards C	ual	%+\$	%+\$		%+\$	-	Wireless Set-Up	Fee		Discover		
	Mid-Qual		%+\$	%+\$		%+\$	-	Account Mainter	nance		AVS		
5	Non-Qual		%+\$	%+\$		%+\$	-	Statement Fee (per mo.)		E-Commerce Gateway		
Pricing Information	Debit/Check		_/* + <u></u>	%+\$		%+\$	-	Chargeback Fee	e (per occur	.)	ARU Auth Fee		
	Comm/Bus/			%+\$		%+\$	Fees	Retrieval Fee (pe	er occur.)		Foreign Network		
	Other	•			k Pay/Small Ticket		Ľ	Return Item Fee	. ,		WEX		
	Tier		Supermarket Petro					Internet (per mo	<u> </u>		Voice Auth Touch Tone		
			_%+\$	%+\$		%+\$					Voice - Operator		
		E Rate%	+ Per Item	Rate% + Per Item	Rate% + Per Item		-	Annual Members	•				
		i nato /o	%+\$	+\$%+\$		%+\$		Minimum Discou Other	int (per mo.	.)	Voice - With AVS		
								Other			Batch Header F		
	INT PLUS Rate		+ Per Item %+\$	Rate% + Per Item	Rate% + Per Item %+\$			Other			Other		
						•							
Debit Networks	Debit Pricing: Pass through (Interchange + Markup - ICDIF) Pass through (Interchange + Markup - ICPLS) Surcharge (Flat Rate) Debit Authorization Pricing Pass through (Interchange + Markup - ASSOC) Fixed (Flat Rate) Apply to All (If selected, do not fill out individual networks) + 4 Auth +												
etwo	ACCL (Accel)%+\$ Auth \$ AFFN		%+\$	%+\$ Auth \$ ALAS (Alas			ka)%+\$	5 Aut	h \$				
oit N	MSTO (I	/ISTO (Maestro)%+\$ Auth \$ NETS		rs _	%+\$_	%+\$ Auth \$		□ NYCE	E%+\$ Au		h \$		
Det	INKL (In	terlink)	%+\$	Auth \$		(Shazam)	%+\$	%+\$ Auth \$ [CU24	%+\$	5 Aut	h \$
		xplore)	%+\$	Auth \$		_SE _	%+\$	Auth \$		Other	%+\$	5 Aut	h \$
Point of Sale (Equipment or Software)	1) I/We understand and agree to the following: that my/our discount rate as stated above will be charged on all electronically authorized and swiped bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions that are in batches closed daily (qualified rate); 2) and that all bankcard transactions will be charged above qualified swiped rate. 3) Mail/telephone order and electronic commerce transactions will be charged higher than my/our discount rate. Visa/MasterCard business transactions will be charged above swiped rate.												
of Sa or S(Point of Sale - Equ Qty Purchase Type Manufa		icturer/Brand		Equipment Code		Price	Per Unit					
oint o lient													
uipr.					- ·							\$	
(Eq				Rental Existing								\$	
				Rental Existing			Ample		Everes			φ	
sec	Existing American Express & EBT Auth Fee					Apply for American Express							
Other Card Types	Amex SE# (10 digits) \$				ESA One Point Amex Flat Fee \$								
Caro	ЕВТ			(5 digits)	\$		Amex I	Rate	%+\$	6 M	onthly Volume	\$_	
	Have you physically been on site?						Is merchant name as it appears on signage?						
E	Is merchandise consistent with type of business? Yes No						Is the physical site inspected the same as the DBA address? Yes No						
ectic	Is this a retail location?								ntory is o	n hand?			
dsu	Business located in: separate building private residence shopping center/mall office building kiosk other:												
Site Inspection													
05		certify that the above information is true, complete and accurate									ure or Rep)		
	Printed Na	me:			F	Rep ID #:				Date	:		

-9 te	Business Type: Sole Proprietor Public Corp Closely Held Corp Sub S Corp Government General Partnership Limited Partnership Limited Partnership								
stitu m W	Tax Exempt Organization (include documents that support Exempt Statu Business Name (as shown on your income tax return):	is) Other (Assn/Estate/Trust)] Limited Liability Company – Tax (poration, P=partnership): #) or TIN (Social Security #):				
Substitute Form W-9	Address:		State: Zip:						
Merchant Representations and Certifications	Merchant Representations and Certifications. By signing below, the ap and its representative(s) represent and warrant to Elavon, Inc. ("Elavor Highway, Knoxville, TN 37920, and U. S. Bank National Association ("I Bancorp Center, 800 Nicollet, Minneapolis, NN 55402, (collectively, "we provided in this merchant application (Merchant Application") is true ar the business, financial condition, and principal partners, owners, or offi persons signing this Merchant Application are duly authorized to bind N Merchant Application and the Agreement. The signature by an authoriz on the Merchant Application, or the transmission of a Transaction Rece Transaction to us, shall be the Merchant's acceptance of and agreeme contained in the Agreement including, without limitation, this Merchant. of Service ("TOS") incorporated herein by this reference and located at merchantconnect.com/CWRWeb/df/TOS_2009_ENG.pdf. If Merchant the TOS at our website please contact our Customer service center. No receipt of the TOS, Merchant agrees to comply with the Agreement, an regulations including the rules and regulations of the Payment Network to comply will result in termination of processing services. Capitalized to defined in this Merchant Application, have the same meaning ascribed of Merchant terminates within one year of the date set forth below, Merc Elavon, as liquidated damages, an early termination fee equal to sin light of the financial harm caused by Merchant's early termination. El the Merchant written notice of termination. MPORTANT INFORMATION ABOUT PROCEDURES FOR OPENIN the government fight the funding of terrorism and money laundering ac all financial institutions to obtain, verify, and record information that ider an account. This means we will ask for certain information and identify' identify you. Merchant and its kepresentative(s) authorize us prior to on Application and fom time to time thereafter, to investigate the individue all financial institutions to obtain credit reports or other background eanswer those credit in	State Zip: All merchants must comply with the requirements of the Payment Card Industry Data Security Standards (PCI DSS'). Elevon requires Level 4 merchants (determined based on transaction volume) to validate PCI DSS compliance on an annua basis, with initial validation to occur no later than ninety (90) days after accurt approval. Merchant will be charged either the Annual PCI Fee or the Annual Administration Fee described below. Annual PCI Fee of up to \$175, based on connectivity, number of merchant locations and then-current cost to Elavon of the services, will be charged to merchants that use the services of the qualified third party assessor with whom Elavon has partnered. Elavon will waive this fee in year one; charging the fee in subsequent years on or about the anniversary date of account approval. Annual Administration Fee of \$35 will be charged to merchants that use the services of another qualified assessor and attest to PCI DSS validation on the website designated by Elavon. Any merchant that has not validated PCI DSS compliance within ninety (90) days of account approval, will be charged a monthy non-compliance fee of \$20 until Elavon is provided with validation of compliance. Merchant may be eligible for Data Breach Coverage following account approval and PCI DSS compliance validation. See the PCI Compliance Program Overview for coverage details and conditions. Under panatities of perjury, Merchant certifies that: 1. Inn on subject to backup withholding because: (a) I am exempt from backup withholding as a result of a failure to rophral interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding as a setale (other than a foreign estate), or a domestic trust (as defined in Regulations section 30.7701-7). Anmetian Express Acceptance Agreement - By signing b							
	Signature: X	Printed Name:	this document other than t Title:	he certifications required to a	Date:				
	Signature: X	Printed Name:	Title:		Date:				
Personal Guaranty	As a primary inducement to us to accept this Merchant Application, the undersigned Guarantor(s), by signing the Merchant Application, jointly and severally, unconditionally and irrevocably, guarantee the continuing full and faithful performance and payment by Merchant of each of its duties and obligations to us (including, without limitation, Chargebacks) pursuant to the Merchant Application and Agreement, as may be amended from time to time, with or without notice. Guarantor(s) understand further that we may proceed directly against Guarantor(s) without first exhausting our remedies against any other person or entity responsible therefore to them or any security held by us or Merchant. This guarantee will not be discharged or affected by the death of the Guarantors, will bind all heirs, administrators, representatives and assigns and may be enforced by or for the benefit of any of our successors. Guarantor(s) understand that the inducement to us to accept this Merchant Application is consideration for the guaranty and that this guaranty remains in full force and effect even if the guarantor(s) receive no additional benefit from the guaranty.								
Pe Gu	Signature: X	Drinted Name							
		Printed Name:	SSN#	<mark>:</mark>)	Date:				
	Signature: X	Printed Name:	SSN#		Date:				
5		Printed Name: er of the records of that company, o partnership/manager or members o	SSN# rganized and existing under the laws f a limited liability company, as approp	: of the state indicated below and that the riate, in accordance with the by-laws or	Date: following is a correct copy of				
ution	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general p company held on theday of(month),(year):	Printed Name: er of the records of that company, o	SSN# rganized and existing under the laws f a limited liability company, as approp	: of the state indicated below and that the	Date: following is a correct copy of				
Resolution	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general p company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X Signature: X	Printed Name: er of the records of that company, o partnership/manager or members o	SSN# organized and existing under the laws f a limited liability company, as approp	: of the state indicated below and that the riate, in accordance with the by-laws or	Date: following is a correct copy of				
rporate Resolution	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general p company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X	Printed Name: er of the records of that company, o partnership/manager or members o Printed Name: Printed Name: greements or other necessary doo m; C) perform all acts that may be d approved; 3. Resolved, that the	SSN# rganized and existing under the laws f a limited liability company, as approp - - - - - - - - - - - - -	: of the state indicated below and that the riate, in accordance with the by-laws or Fitle: Fitle: ; B) execute any document requested the Merchant Application and this Con	Date: following is a correct copy of other governing document of the				
Corporate Resolution	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general p company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X Signature: X is authorized to: A) execute on behalf of this company a Merchant Application and any a furtherance of the Merchant Application or relationship resulting therefore that the Merchant Application or relationship resulting therefore that the Merchant Application and the resulting relationship is ratified an	Printed Name: er of the records of that company, o partnership/manager or members o Printed Name: Printed Name: Printed Name: greements or other necessary doo om; C) perform all acts that may be d approved; 3. Resolved, that the ed to rely on such changed certifi	SSN# rganized and existing under the laws f a limited liability company, as approp cuments including any amendments e necessary to carry out the intent of entities receiving this Merchant App cation.	: of the state indicated below and that the riate, in accordance with the by-laws or Fitle: Fitle: ; B) execute any document requested the Merchant Application and this Con	Date: following is a correct copy of other governing document of the from time to time be executed in porate Resolution. 2. Resolved, s Corporate Resolution until				
	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general properties of the company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X is authorized to: A) execute on behalf of this company a Merchant Application and any a furtherance of the Merchant Application or relationship resulting therefroe and advised in writing by a like certification of any changes and are authorized in Secretary Officer Non-Member Manager(LLC)	Printed Name: er of the records of that company, o partnership/manager or members o Printed Name: Printed Name: Printed Name: greements or other necessary doo om; C) perform all acts that may be d approved; 3. Resolved, that the ed to rely on such changed certifi	SSN# rganized and existing under the laws f a limited liability company, as approp cuments including any amendments e necessary to carry out the intent of entities receiving this Merchant App cation.	: of the state indicated below and that the riate, in accordance with the by-laws or Fitle: Fitle: ; B) execute any document requested the Merchant Application and this Con lication are authorized to rely upon this	Date: following is a correct copy of other governing document of the from time to time be executed in porate Resolution. 2. Resolved, s Corporate Resolution until				
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Submitted By	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general properties of the company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X Signature: X is authorized to: A) execute on behalf of this company a Merchant Application and any a furtherance of the Merchant Application or relationship resulting therefic that the Merchant Application and the resulting relationship is ratified an advised in writing by a like certification of any changes and are authoriz Signature: X Signature: X To the best of my knowledge, I certify that the information provided signatures were provided by the Merchant's owner(s) or officer(s), a Sales Rep Signature: X	Printed Name: er of the records of that company, o partnership/manager or members o Printed Name: Printed Name: Printed Name: m; C) perform all acts that may be id approved; 3. Resolved, that the ed to rely on such changed certifit member(LLC) General Printed Name: in this Merchant Application was	SSN# rganized and existing under the laws f a limited liability company, as approp cuments including any amendments e necessary to carry out the intent of entities receiving this Merchant App cation. al Partner Owner Title: s provided by the Merchant and is the	: of the state indicated below and that the riate, in accordance with the by-laws or Fitle: Title: ; B) execute any document requested the Merchant Application and this Cor lication are authorized to rely upon this State in which Merchant is organ	Date: following is a correct copy of other governing document of the from time to time be executed in porate Resolution. 2. Resolved, s Corporate Resolution until hized: Date:				
	Signature: X I certify that I hold the office indicated below of Merchant and am the keep certain resolutions adopted at a meeting of the board of directors/general properties of the company held on theday of(month),(year): 1. Resolved, that any one of the following officers of the company: Signature: X Signature: A is authorized to: A) execute on behalf of this company a Merchant Application and any a furtherance of the Merchant Application or relationship resulting therefore that the Merchant Application and the resulting relationship is ratified an advised in writing by a like certification of any changes and are authorized Signature: X Signature: X To the best of my knowledge, I certify that the information provided signatures were provided by the Merchant's owner(s) or officer(s), a	Printed Name: er of the records of that company, o partnership/manager or members o Printed Name: Printed Name: greements or other necessary doo pm; C) perform all acts that may be d approved; 3. Resolved, that the ed to rely on such changed certifin member(LLC) General Printed Name: in this Merchant Application was as appropriate.	SSN# rganized and existing under the laws f a limited liability company, as approp cuments including any amendments e necessary to carry out the intent of entities receiving this Merchant App cation. al Partner Owner Title: s provided by the Merchant and is the	: of the state indicated below and that the riate, in accordance with the by-laws or Title: Title: ; B) execute any document requested the Merchant Application and this Con lication are authorized to rely upon this State in which Merchant is organ rue, complete and accurate. I further	Date: following is a correct copy of other governing document of the from time to time be executed in porate Resolution. 2. Resolved, s Corporate Resolution until nized: Date: r certify that the				

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