

Change / Add Payment Terminal

Use this form to change payment terminal details or add payment terminals to your EMS account. If you add three or more terminals we have to charge € 2,50 per added payment terminal.

Compulsory fields are indicated by an *

Your registration no *: _____

(The EMS Registration Number can be found on your Acceptance Agreement or in the description of EMS payments on your bank statement after 'Merchant ID').

Customer details

Trade name * _____ *Maximum of 22 characters*

Legal name * _____ *Maximum of 35 characters*

Contact person * Mr. Mrs. _____

E-mail address * _____

Business address * _____

Postal code and city * _____

Telephone number * _____

Fax number _____

Mailing address * _____

Postal code * _____ City _____

New payment terminal #1 details

Activate De-activate

Payment terminal supplier* _____

Type of payment terminal* _____

CTAP-number* 1) _____

New payment terminal #2 details

Activate De-activate

Payment terminal supplier* _____

Type of payment terminal* _____

CTAP-number* 1) _____

New payment terminal #3 details

Activate De-activate

Payment terminal supplier* _____

Type of payment terminal* _____

CTAP-number* 1) _____

European Merchant Services charges a €15,00 one-time delivery fee for each non-EMV compliant payment terminal if it is not a CTAP terminal.

- 1) You can find the CTAP-number on your receipt. The number has two letters followed by six digits.

New details valid from (dd-mm-yyyy) _____

Date of signature (dd-mm-yyyy) _____

Name of authorized signatory _____

Signature

Note:

Processing the change will take up to five business days. For quick handling of your request, please make sure you send us the correct information. We can only process your request if all the correct fields have been completed properly.

- The form must be signed by an authorized signatory person in your organization.

Please send the change form to European Merchant Services, P.O. box 22764, 1100 DG Amsterdam. Or send it by e-mail to mydetails@emspay.eu