|  |  |  |
| --- | --- | --- |
| http://firstdataglobalcommunications.us.newsweaver.com/files/200/1000024/1000164/4685/5720867eb12440121b0ebbe7/fd_logo_wordmark%20_navy_rgb%20tm_2.jpg  Boarding Technology Solutions (BTS)  Corporate Level Request Form | **Status:**  **Date:**  **Version:** | Active  September, 2016  V3.1 |
| All Merchant Locations must have the same Business, Bank and Agent Level as the Corporate Level. If the merchant has a Chain Level other than itself, then the Corporate Level must be added to that Chain Level first. Items in red are required.  Submit completed form to [http://merchantservicecenter.1dc.com](https://merchantservicecenter.1dc.com/) using Category Merchant Account Update and Work Order Type NMF Hierarchy Edit/New Agent/Corp/Chain. | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Request Information:** | | | | | |
| **Requestor:** |  | **Request Date:** | Click Here | **Region:** | Production |
|  |  | \*Only for future requests | |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Corp Level Fields:** | | | | | | | | | | | | | | |
| **Bank Code:** |  | | | | | | | | | | | | | |
| **Corp Name:** |  | | | | | | | | | | | | | |
| **Attention To:** |  | | | | | | | | | | | | | |
| **Address:** |  | | | | | | | | | **City:** | | |  | |
| **State:** |  | | **Zip:** | |  | | | | | **Country:** | | |  | |
| **Phone:** |  | | | | | | | | | **Fax:** | | |  | |
| **Legal Name:** |  | | | | | | | **Legal Contact:** | | |  | | | |
| **ABA:** |  | | | | | | | **DDA:** | | |  | | | |
| **Account Type:** | Choose an item. | | | | | | | **Funding File:** | | | Choose an item. | | | |
| **Clearing Bank:** |  | **Funding Bank:** | | | |  | | | **Marker Bank:** | | |  | | |
| **Business Lvl:** |  | | | | | | | **Bank Level:** | | |  | | | |
| **Agent Level:** |  | | | | | | |  | | |  | | | |
| **Visa/MC\*:** | No | | | **RM Code\*:** | | |  | | | | | **MCC\*:** | |  |
| **Tax ID\*:** |  | | | **TIN Type\*:** | | | Choose an item. | | | | | **Recap Code\*:** | | Choose an item. |
| **IRS File Name\*:** |  | | | | | | | | | | | | | |

\* Values will default based off existing Bankcode/Channel defaults