



Change of Master Data of Merchant

For changes of master data of merchants, we charge a fee of EUR 9.90 according to the list of prices and services (plus statutory VAT).

Please complete and send back to support.de@globalpay.com or fax **+49 221 99577-8777** or by mail to **GP Payments Acquiring International GmbH, Elsa-Brändström-Str. 10-12, 50668 Köln, Germany.**

We authorize the change of master data for the following merchant.

! This form only applies for the change of name and/or address. The contract cannot be transferred to another company by means of this form.
Please complete only those sections in which data shall be changed.

Merchant

Merchant number(s)

Name and legal form

Master data change valid with effect from

	Old	New
Name, legal form		
Owner		
Street, number		
ZIP, city		
Country		
Phone/Fax	/	/
E-mail		
Company URL		

Business license is enclosed

Director (home address)

	Old	New
First + family name		
Title		
Job title		
Street, number		
ZIP, city		
Country		
Phone		
E-mail		

- Business license is enclosed
- Copy of ID card is enclosed

Authorized signatory, if different (home address)

	Old	New
First + family name		
Title		
Job title		
Street, number		
ZIP, city		
Country		
Phone		
E-mail		

- Business license is enclosed
- Copy of ID card is enclosed

Cardholder narrative (to be printed on cardholder’s statement)

(to be printed on cardholder’s statement)

Narrative 1 = Merchant name (e. g. URL or company name), max. 22 characters (A-Z, a-z, 0-9, ., -, _, &, ', /, *, +, @)

Narrative 2 = Merchant location (e. g. company address or phone number), max. 13 characters (A-Z, a-z, 0-9, ., -, _, &, ', /, *, +, @)

	Old	New
Narrative 1		
Narrative 2:		

Name in capital letters

Function

Place, date, signature of the Merchant