



# Cancellation Closure Request

All merchant information listed is required and must be complete. Please fax completed form to Customer Service at 1 (888) 569-3180

## Merchant Account Information:

Merchant Name: \_\_\_\_\_ Merchant No: \_\_\_\_\_  
Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

## Reason for Cancellation/Closure\*: *(please check all that apply)*

- Seasonal Business
- Out of Business
- Change of Ownership
- No Longer need Credit Card Processing Services
- Change in Credit Card Processor
- Fees too High
- Mis-representation
- Poor Service From Sales Rep
- Poor Service From EVO Merchant Services
- Equipment Problems
- Other *(Please specify)* \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please note that a reason must be given in order to close the Merchant Account.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(must be a signer on the original merchant application)*

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(must be a signer on the original merchant application)*

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

If you should have any questions, please contact the Customer Service department at (800) 705-2559.