



Principal Change Request

Please return this signed and completed form by email to AccountChanges@nuvei.com or by fax to (478) 345-8855

OFFICE INFORMATION

Office ID _____ Rep Name / ID _____ App ID _____ Ticket # _____

MERCHANT INFORMATION

Merchant ID (MID) _____ Email Address for Notification of Request Completion _____

DBA Name _____ Mobile Phone _____

Contact Name _____ Contact Phone (if different than Mobile Phone) _____

Pursuant to the Merchant Agreement by and between Merchant and Paya, Merchant is providing notice of change in Principal(s):

The following person is the **NEW / ADDITIONAL** Principal Merchant:

NEW PRINCIPAL (Beneficial Owner (ownership >25% / Controlling Manager)

Name _____ Title _____

Home Address (include Street, City, State, and Zip Code) _____

Email _____ Contact Phone _____

Date of Birth (DOB) _____ SSN _____

(if applicable) The following person is **NO LONGER** a Principal Merchant:

REMOVED PRINCIPAL

Name _____ Title _____

Date of Birth (DOB) _____ Contact Phone _____

SIGNATURE AND ACCEPTANCE

In accordance with the terms set out above, I authorized the above change(s):

Current Principal
X _____ Signature
_____ Printed Name
_____ Signatory's Title
_____ Dated

New Principal
X _____ Signature
_____ Printed Name
_____ Signatory's Title
_____ Dated

Witness (ISO/SPS Agent or Notary ONLY)
X _____ Signature
_____ Printed Name
_____ Signatory's Title
_____ Dated



Please allow three (3) to five (5) business days for your request to be completed.

303 Perimeter Center N. Suite 600 | Atlanta, GA. 30346 | P: 800-261-0240