

CLOSE MERCHANT ACCOUNT REQUEST FORM

IMPORTANT! If you have processed any transactions in the month of your closure, you will see one final month of billing. Email completed form to accountservices@clearent.com. If you do not receive a case number in response, then we did not receive your request. Without a signed and dated closure form, we will not be able to close the account. Additionally, you will be responsible for any additional fees incurred due to the timing of the submission of the account closure request.

Dusiness Name:	
Merchant Number:	
Merchant Phone:	
Effective Date of Account Closure:	
Reason for Closure	
In order to properly close your account, we need additional infor for closing your account is required . Please note that if your accin the most recent terms and conditions.	rmation about your experience with Clearent by Xplor. Providing a reason ount is closed, you may be subject to an Early Termination Fee as described
Dissatisfied with Software Provider	Closed Business
Change of Ownership	Pricing
Customer Service Issue	Need Additional Payment Solutions
Please Provide Additional Detail:	
	ompany that sold me Clearent by Xplor's merchant account has not any false information is provided I understand I may be charged an Early
X Signature of Authorized Principal	Date:
Signature of Authorized Principal (as specified on the Merchant Application/Agreement)	
X	_
Name of the Authorized Principal	
NOTE: Your Merchant Account will be closed ten days after rece	ipt of your signed Account Closure Form. Prior to returning, please ensure

NOTE: Your Merchant Account will be closed ten days after receipt of your signed Account Closure Form. Prior to returning, please ensure you have run any final sales, final refunds and closed your last batch.

Please note that Clearent by Xplor is not responsible for closing third-party relationships. If you have a direct processing relationship with American Express and do not participate in the OptBlue program, you must contact American Express directly at 800.528.5200 to cancel. Authorize.net, ePN and other third-party gateways and service providers must also be contacted directly by you in order to close your account.