

Merchant DBA:\* \_\_\_\_\_ MID\*: \_\_\_\_\_

Principal Account Holder\*: \_\_\_\_\_

Requested By\*: \_\_\_\_\_

Old Email Address: \_\_\_\_\_

New Email Address: \_\_\_\_\_

**Signature Of Principal On Account\*:** \_\_\_\_\_

Principal Phone Number: \_\_\_\_\_

Principal Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

1. Send completed form to: [customersupport@clearent.com](mailto:customersupport@clearent.com)
2. Please allow 24 hours for the update to be completed.
3. You will receive an email from [customersupport@clearent.com](mailto:customersupport@clearent.com) once your update has been completed.  
Be sure to check your junk/spam!