



# Skyhigh Moly

## Merchant Information Request Form

Business Legal Name: \_\_\_\_\_  
Name Business Is Called (DBA name): \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
Company Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Company web site address: \_\_\_\_\_

Business Type:  Sole Proprietorship  Limited Liability  Partnership  Other  Corporation  
(State: \_\_\_\_\_ Date Incorp. (MO/YEAR): \_\_\_\_/\_\_\_\_) Time in Business: \_\_\_\_\_ years \_\_\_\_\_ months  
If applicable, Federal Tax ID#: \_\_\_\_\_ Number of Locations: \_\_\_\_\_

Owner's/Officer's Legal Name: \_\_\_\_\_ SSN: \_\_\_\_\_  
Home Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Driver's License #: \_\_\_\_\_ State Issued: \_\_\_\_\_ Percentage Owned: \_\_\_\_\_  
How long at current address: \_\_\_\_\_ Rent or own: \_\_\_\_\_  
Landlord contact info: \_\_\_\_\_

Partner's Legal Name: \_\_\_\_\_ SSN: \_\_\_\_\_  
Home Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Driver's License #: \_\_\_\_\_ State Issued: \_\_\_\_\_ Percentage Owned: \_\_\_\_\_  
How long at current address: \_\_\_\_\_ Rent or own: \_\_\_\_\_  
Landlord contact info: \_\_\_\_\_

Has the owner(s) ever been convicted of a crime? \_\_\_\_\_

Avg. Ticket \$ \_\_\_\_\_ Avg. Monthly Total \$ \_\_\_\_\_ Avg. Monthly CC\* \$ \_\_\_\_\_  
Highest Tickets \$ \_\_\_\_\_ Avg. Yearly Total \$ \_\_\_\_\_ Avg. Yearly CC\* \$ \_\_\_\_\_  
*\*CC=Credit Card*

If applicable: Current Processor: \_\_\_\_\_ Do you have AMEX: \_\_\_\_\_  
Have you applied to other solutions: \_\_\_\_\_ If so, what are their names: \_\_\_\_\_

Description of business, goods sold: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will you receive cardholder data? (Phone, Fax, Internet, Mail) \_\_\_\_\_  
Current/active URL for internet purchases: \_\_\_\_\_  
When do you typically charge the cardholder? \_\_\_ Before or \_\_\_ After the product/service is provided  
What is your general breakdown of billing?  
\_\_\_\_\_% At time of purchase \_\_\_\_% Monthly \_\_\_\_% Quarterly \_\_\_\_% Annually



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What is the average amount of time (days) that it will take for the cardholder to receive the product/service? \_\_\_\_\_

What is your target geographic area? \_\_\_\_\_% United States \_\_\_\_\_% Canada \_\_\_\_\_% Other \_\_\_\_\_  
Are the accepted currencies listed on the website? \_\_\_\_\_

Do you outsource any of the following: \_\_\_\_\_ Customer Service \_\_\_\_\_ Product Shipment  
\_\_\_\_\_ Handling of Returns \_\_\_\_\_ Cardholder Billing \_\_\_\_\_ Fulfillment House  
If yes, to any of the above, please list the names and address of those fulfillment organizations:

Do you complete customer service requests in two days? \_\_\_\_\_

For online purchases, please advise if any part of your website is outsourced to a third party?  
\_\_\_\_\_ Shopping Cart \_\_\_\_\_ Hosting Solutions \_\_\_\_\_ Gateway \_\_\_\_\_ Cardholder Data Storage \_\_\_\_\_ Other  
If yes, to any of the above, please list the names and address of those fulfillment organizations:

Refund Policy: \_\_\_\_\_ No Refunds, \_\_\_\_\_ Refund within 30 days \_\_\_\_\_ Damaged/Defective Merchandise  
\_\_\_\_\_ Restocking Fee Charged \_\_\_\_\_ Store Credit Only \_\_\_\_\_ Return Amortization Required  
\_\_\_\_\_ Other, please explain \_\_\_\_\_

Does the refund policy display on the website? \_\_\_\_\_

Delivery Policy including options for shipping displayed? \_\_\_\_\_

Does your website contain the description and price of the goods and services: \_\_\_\_\_

Business Address listed on the website: \_\_\_\_\_ Is there a privacy policy on the website? \_\_\_\_\_

Display of Visa and MasterCard logo on website? \_\_\_\_\_ Is page SSL Secured? \_\_\_\_\_

I hereby authorize Company, Bank, & ISO/MSP to obtain commercial and, or, personal credit bureau reports. In some instances, additional information about applying company and, or, principle(s) may need to be obtained. By signing below, the Merchant named: (1) certifies to BANK that he/she is authorized to sign this Agreement; (2) certifies that all information and documents submitted in connection with this Application are true and complete; (3) authorizes Bank or its agent to verify any of the information given, including credit references, and to obtain credit reports (including a spouse if in a community property state).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name