

# APPENDIX C: ADDENDUM TO MERCHANT APPLICATION

The following information must be included with the Merchant Processing Application before submitting to the credit department for underwriting.

1.) Type of merchant (Check Applicable Boxes):

- Internet/Mail Order     Future Delivery Merchant

(Please note how long it takes for the consumer to receive their merchandise.)

- Within 48 hours     Within 2-5 days     Within 2-4 weeks     Other

If Other Explain:

\_\_\_\_\_

2.) Do you charge for goods/services prior to them being shipped?

- Yes     No

3.) Are orders received and processed at your business location?

- Yes     No

Where is your inventory stocked?

\_\_\_\_\_

4.) Who provides order fulfillment services?

\_\_\_\_\_

5.) What is your refund policy?

\_\_\_\_\_

6.) How do you provide customer service?

\_\_\_\_\_

## 7.) Internet/Mail Order Merchants Only

Please check your type of business:

- |  |   |
|--|---|
| <input type="checkbox"/> Hosting             | <input type="checkbox"/> Auction                  |
| <input type="checkbox"/> Selling Hard Goods  | <input type="checkbox"/> Internet Service Gateway |
| <input type="checkbox"/> Advertisement       | <input type="checkbox"/> Web Page Design          |
| <input type="checkbox"/> Domain Registration | <input type="checkbox"/> Selling Signal Service   |

Please check your billing methods:

- |                                    |                                      |
|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Monthly   | <input type="checkbox"/> All Methods |
| <input type="checkbox"/> Quarterly | <input type="checkbox"/> One Time    |
| <input type="checkbox"/> Yearly    | <input type="checkbox"/> Hourly      |

8.) Known Web Page Address:

www: \_\_\_\_\_

www: \_\_\_\_\_

www: \_\_\_\_\_

www: \_\_\_\_\_

9.) Server site location address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Merchant Signature: \_\_\_\_\_ Date: \_\_\_\_\_