

Banking Account Change Request

Provide your business information

Bank of America 

Merchant Services

Effective Date
01/14/2020

Merchant ID Number
345549535887

Phone Number
517.321.4144

Doing Business As Name
Labor Law Poster Service

Legal Business Name
Labor Law Poster Services, LLC

Enter your new checking account numbers¹

Deposit Account

Where we will deposit your funds.

Bank of America checking account

Routing Number*
072412435

Account Number
093692475

Withdrawal Account

Where we will withdraw your fees.

Same as deposit account

Bank of America checking account

Routing Number*

Account Number

¹Only checking accounts can be used. *See next page for instructions on how to locate routing and account numbers.

Attach your supporting documentation

Supporting documentation is attached

Acknowledgement

On behalf of the merchant identified above (the "Merchant"), I request that the bank account(s) (the settlement account(s)) associated with the above Merchant ID be updated to reflect the new checking account(s) indicated above (the "New Account(s)"). I represent that I am authorized to submit this change on behalf of the Merchant, and that the New Account(s) belongs to Merchant. I authorize you to make any debits or credits to the New Account(s) as may be permitted under my merchant processing relationship with you. I understand that, if I accept payment types other than Visa, Mastercard and Discover (such as the American Express Card and TeleCheck Services), I am also responsible for contacting the card organizations or companies governing those cards to notify them of this change.



Legal Signer's Signature

Michael Bishop

Legal Signer's Printed Name



Title

01/14/2020

Date

Take the next steps to complete the update

- **Reply to the email you received** from BankAccountChanges@bankofamericerchant.com and attach the completed form. If you do not reply to this email directly, the information will not be sent securely. Alternatively, fax completed form to 402-991-9560.
- Your request should be completed within **3-5 business days** after completed form is received with supporting documents attached.
- **Keep your existing settlement account open** until you confirm funds are deposited into the new account.
- **Contact any third party providers** you are receiving statements directly from (for example, American Express) to change your account information.