

**Chargeback Notification Delivery Form**

Please email the completed form to [prioritydispute@yourmerchantsupport.com](mailto:prioritydispute@yourmerchantsupport.com) or fax to (817)317-7218.

Merchant Number (MID) \_\_\_\_\_

*If multiple MIDs are affected by this change, please submit a separate form for each MID.*

Business Name \_\_\_\_\_

**Select one delivery method**

Fax Number: \_\_\_\_\_

Email: **If more than one email address a distribution email must be provided.**

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

Distribution Email List: \_\_\_\_\_

**If emailing, please put the 8 digit case number in the subject line. Please respond with one case per email or fax. Do not send multiple cases on the same email or fax.**

**Authorized Representative Signature**

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Contact Number \_\_\_\_\_

**MERCHANT shall provide BANK its current email address and provide at least (10) days written notice to BANK of any changes to MERCHANT's email address. If MERCHANT fails to provide notice of a change to MERCHANT's email address, MERCHANT shall have no recourse against BANK for non-receipt of any and all retrieval and/or chargeback notifications.**

**This notification may be made by calling 1-800-701-2831 ext.2831 or emailing [prioritydispute@yourmerchantsupport.com](mailto:prioritydispute@yourmerchantsupport.com)**