

# Commerce Control Center/ClientLine Enterprise® Merchant Sign Up Form

## REQUESTOR Information

Name: Dawn Stotler/Carla Joyner - AM Phone Number: (240) 849 - 5724 Date: \_\_\_\_\_

### ACCESS Information

<p style="text-align: center;"><b>Merchant Access Number</b></p> <p>12 Digit Outlet or Chain Number: _____</p> <p>Zip Code associated with Merchant/Chain _____ (Zip Code is used by Fiserv to verify account.)</p> <p>User requires access to Dispute Manager?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p style="text-align: center;"><b>Viewing Access Level (Check one)</b></p> <p><input type="checkbox"/> Outlet (Merchant No.)</p> <p><input type="checkbox"/> Chain (Participant)</p>
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<p style="text-align: center;"><b>Commerce Hub Access</b></p> <p>User requires access to Commerce Hub?  <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>User access to Virtual Terminal:  <input type="checkbox"/> Initiate Transactions <input type="checkbox"/> Open Refunds</p>
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### USER Information

*Instructions: Print name, email, & phone number of requested users that you are authorizing to access Commerce Control Center/ClientLine. Commerce Hub requires name, email and Clientline user ID. The users listed below will be required to accept the online terms & conditions.*

#### Users to be assigned access to Commerce Control Center/ClientLine

Name	E-Mail Address	Phone #

#### Users to be assigned access to Commerce Hub with existing ClientLine User ID

Name	E-Mail Address	User ID

#### Users to be removed from access to Commerce Control Center/ClientLine

Name	E-Mail Address

(Please see next page for Signature Page and assigned User IDs.)

## Required Signatures

Merchant/Chain Name: _____	<b>Bank Channel or Account Manager (Required for Chain Level Access or Higher) (Fiserv Use Only)</b>
Print Name: _____	Bank Name: _____
Signature: _____	Print Name: _____
	Signature: _____

**Fiserv Use Only:**

User ID(s) Assigned: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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*Commerce Control Center/ClientLine landing page can be found here:*  
<https://www.businesstrack.com/manage/landing>