



Change notification

Change notification for merchant information

Change notification for Card Acquiring reporting

Return address

Nets Oy

Merchant Services

00050 NETS

Fax 09 6964 9609

E-mail: kauppiasinfo@nets.eu

Date when the change becomes valid*

Please fill in the form with care. (Fields marked with an asterisk * are mandatory.)

In addition to mandatory fields, fill in only the information that has changed. If the changed notification pertains to a change in the company's official name or bank account number, a copy of Trade register documentation must be attached to the notification. If the business ID of a company changes, a new agreement for acceptance of card payment must be filled in. Enter all sales point merchant IDs that are impacted by the change to the merchant ID field.

1 Merchant information*

1.1 Company's official name*	1.2 Merchant ID*	
1.3 Company's marketing name*		
1.4 Business ID*	1.5 Social security number (in addition to the business ID, sole traders should enter their social security no. in the format ddmmyy + suffix)	

2 Contact information and bank account

2.1 Postal address*	2.2 Postal code	2.3 Post office
2.4 Contact person*	2.5 Telephone number*	
2.6 E-mail address (does not apply to the e-mail address of Card Acquiring Reporting)		
2.7 Bank and branch office	2.14 Bank account number*	

3 Beneficial owner information*

The legislation governing the identification of customers in the banking and financial industries requires us to obtain information on the ownership of the company.

The beneficial owners of a company are the natural persons owning or controlling more than 25% of the company's capital (capital, shares or votes), or who otherwise directly or indirectly control the company through one or more other companies.

Has the company previously provided beneficial owner information?

No - Company refers to a business name, a public listed company, or a state-owned or municipal organisations.

(Appendix for beneficial owners is NOT required)

No - No individual natural person owns or controls more than 25% of the company's votes or shares, either directly or indirectly through other legal persons.

(Appendix for beneficial owners is NOT required)

No - One or more natural persons own or control more than 25% of the aforementioned company's votes or shares either directly or indirectly through legal persons.

(Fill in the Appendix Additional Information on Beneficial owners)

Yes - This information remains unchanged / one or more natural persons own or control more than 25% of the aforementioned company's votes or shares either directly or indirectly through legal persons.

The company is obliged to notify Nets Oy in writing of any changes to the beneficial owner information within four weeks after the change has come into effect.

3 Settlement method (the settlement method that is used defines the reference information visible for the payment in the bank account statement)

(Switching over to daily settlements will introduce significant benefits for your company such as smaller banking fees. Instead of making several payments, Nets will pay daily settlement batches to your company's account as a single payment. You can monitor future payments and payments that have already been made via Card Acquiring reporting)

Gross settlement model (Settlements for card payments are paid in full) (This settlement model comes with a daily settlement with reference)

Net settlement model (Merchant commission is deducted from the paid card payment settlements)

Daily settlements with reference = merchant ID + payment date + check digit. (Daily settlement batches are gathered to one batch sum and paid as one payment to the Account of your company)

Batch settlement with merchant ID reference = merchant ID + batch number + check digit

4 Changes that pertain to administrator user IDs of Card Acquiring Reporting (Super Admin).

4.1 First name*	
4.2 Last name*	4.3 E-mail address*
4.4 Mobile phone number*	4.5 Telephone number*

5 Additional information

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6 Signature*

When a change notification for changes that relates to bank account numbers is signed, the merchant authorises Nets to acquire and receive information from banks, other credit and financing institutions, and organisations that engage in credit operations pertaining to the bank account change of the merchant regardless of whether this information is subject to non-disclosure obligations defined in law or in a contract.

6.1 Place and date*	6.2 Signatory's position*
6.3 Company's official signature and printed name*	6.4 Signatory's e-mail address (for electronic signature)

7 Nets' entries

7.1 Place and date	7.2 Approved	7.3 Handled by
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