

switch OVER



three simple steps
to switch your processing

■ VERSAPAY

switch OVER

Thank you for choosing VersaPay, the versatile payment processor for your business. Outlined below are step by step instructions on how to cancel your existing account and return your equipment to your previous payment processor. Should you require any assistance please call your VersaPay Relationship Manager.

1

Locate the merchant ID number for your previous processing provider. This number is generally located in the right hand section of your monthly statements.

2

Call your previous processing provider and follow the instructions as indicated.

Moneris: 866.319.7450 Global Payments: 800.263.2970
TD Canada Trust: 800.363.1163

3

If your business accepts American Express, contact them directly advising of the change in your provider.

American Express: 888.461.2639