

**FAX COMPLETED FORMS TO +1 (813) 432 - 4567**

**Instructions:**

This form is to be completed by those wishing to gain/modify access to JPMorgan Chase's Agent Service Center application. Please complete electronically, print for signatures and fax to the number above. If completed manually, please print legibly. New User ID and temporary password information will be sent via e-mail to the address indicated in Section 1 below.

**Section 1: USER INFORMATION**

Please select one option from the list below.

If you already have access to another JPMorgan EFS application(s), please select **CHANGE EXISTING USER ID RIGHTS** and provide your User ID where requested. In the User Role section, select the appropriate User Role to have your profile modified.

- Create New User ID
- Change Existing User ID Rights
- User ID Information Update
- Disable Access to All Applications

**USER INFORMATION**

All User Information **must** be provided. Incomplete forms will be rejected.

**User Name:** \_\_\_\_\_  
(First) (Middle) (Last)

Company/Entity: \_\_\_\_\_

Street Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City/Town: \_\_\_\_\_ State/Province: \_\_\_\_\_ ZIP/Post Code: \_\_\_\_\_

Country: \_\_\_\_\_ Telephone Number (W): \_\_\_\_\_  
Please include country code if outside US

**E-mail Address:** \_\_\_\_\_

**Section 2: ACCESS INFORMATION**

**AGENT SERVICE CENTER USER ROLE**

User ID (10 digits max): \_\_\_\_\_  Transaction History

Please select one option from the list below.

- Agent User
- Agent Funding User
- Instant Cash Card User
- Agent Enrollment/Instant Issue User
- Agent Inquiry User

**PROFILE ACCESS**

Member Profile ID (required)			
<i>If the profile number is not known, please contact the Relationship Manager.</i>	-	-	-
	-	-	-
	-	-	-

**CASH CARD USER LIMITS**

	VALUE	DEFAULT
Maximum Amount Per Card	USD .00	USD 0.00
Maximum Amount Per Day	USD .00	USD 0.00

**ON-LINE ADJUSTMENT USER LIMITS**

	LIMIT AMOUNT	DEFAULT
Per Transaction Credit Adjustment Limit	USD .00	USD 0.00
Per Day Credit Adjustment Limit	USD .00	USD 0.00
Per Transaction Debit Adjustment Limit	USD .00	USD 0.00
Per Day Debit Adjustment Limit	USD .00	USD 0.00

**Section 3: SIGNATURES AND APPROVALS**

Requester Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Name (printed) \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

**Section 4: FOR JPMORGAN EFS USE ONLY**

JPMorgan EFS Security Administrator Signature/Stamp \_\_\_\_\_ Date \_\_\_\_\_

**FAX COMPLETED FORMS TO +1 (813) 432 – 4567**