



145 Regal Street, Suite #7, Billings, MT 59104
Phone: 877-271-2627 Fax: 877-327-2939

To Whom It May Concern:

This letter is in response to _____ (ISR) request to change the vault cash account/owner for terminal number _____, while keeping the same terminal number. This type of account change goes against the policy of ATM Express, Inc. The reason that ATM Express does not endorse this type of change is that settlement money may get deposited to the incorrect account. If the ISR in question is willing to accept any and all financial responsibility that accompanies this type of change, ATM Express will process the change. For ATM Express to accept this request, we will need the ISR to sign below, stating that this person/business entity is fully aware of the responsibility they are accepting, and the risks involved therein.

Old Vault Cash Account Number: _____

New Vault Cash Account Number: _____

If you have any questions in regards to this letter please contact the head technician for ATM Express at 877-271-2627.

ISR Signature

Date

FOR INTERNAL USE ONLY

Official Documentation Sinature

Date