



## BILLING INFORMATION

Terminal Code: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Apt or Ste: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

We have enhanced our services to better serve you. We have activated a new function which enables you to receive your monthly invoice via email instead of a paper copy. These changes are for billing purposes only. Changes to other contact information should be directed to the call center at (316) 687-2102.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

A/P Person: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please add any additional email addresses that should receive monthly bills.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Does your company use Purchase Orders? [ ] Yes [ ] No

If yes, please list the current Purchase Order number, Routing Number, or Pay Key Number:

\_\_\_\_\_

Please feel free to send us any questions or all of the above information to the following e-mail address: [billing@occinc.com](mailto:billing@occinc.com)

You must be using Adobe Reader or Acrobat 8.0 or greater to submit your completed form using the button below. Otherwise, you may save the completed document and send it as an email attachment to [billing@occinc.com](mailto:billing@occinc.com)