



## ALLPOINT SURCHARGE REIMBURSEMENT FORM

***Please fill out as completely as possible and fax to Dylan Conklin at 301-492-2101 or email to [dconklin@cardtronics.com](mailto:dconklin@cardtronics.com) Allpoint will research the transaction and issue a credit to the card issuing-institution as soon as the transaction is verified (usually takes 24-48 hours).***

**First Six Digits of Card Used:**    \_ \_ \_ \_ \_ \_

**Client Name:** \_\_\_\_\_

**ATM Location Name:** \_\_\_\_\_

**ATM Location Address:** \_\_\_\_\_

\_\_\_\_\_

**Date and Time of Transaction:** \_\_\_\_\_

**Amount of Withdrawal:** \_\_\_\_\_

*(Note: The amount listed should be the total amount of the transaction)*

**Terminal ID:** \_\_\_\_\_

*(Note: The terminal ID can be found either on the ATM receipt or in the card processor's transaction records, and is generally an alphanumeric code of 6-8 digits)*

**Contact Information:** \_\_\_\_\_

**Other Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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