



ACCOUNT NUMBER _____

ACCOUNT NAME _____

BUSINESS CUSTOMER

PERSONAL CUSTOMER

SERVICE AMENDMENT DETAILS

Downgrade

Existing Package _____

New Package _____

Upgrade

Existing Package _____

New Package _____

Include Features:

Local Debit Card

Overdraft

Online Banking

Cheque Book (Business Only)

Amendment to Current Package:

(e.g. cease Online Banking on Account Package / remove 12345002 from Online Banking / add 98765002 to Online Banking)

NB: Account Package amendments requires 5 - 7 business working days notice. You may upgrade your Package at any time, but downgrades will not be effective until the 1st of the following month.

CUSTOMER SIGNATURE(S)

TELEPHONE NUMBER

DATE

Bank Processing	Signature	Date
Credit Screening		
Approval of request		
Amendment Applied		
Changes verified by Senior Member of Comp. & Ops. Team		
Completed by IT		
Received by Customer Services from IT		
Pack Completed by Customer Services		
Pack Collected by Customer		