



## Section 4: Change of Debiting Day

Please amend the Customer Debiting Day as detailed below:

From: Day 1

To: Day 3  (Credit Operations sign-off)

Bacsel IP Form completed and forwarded to Credit Operations

Contingent Liability Account Opened

OR

From: Day 3

To: Day 1  (Customer Owner sign off)

Contingent Liability Account Closed Y  N

Two months notice given to client: Yes (copy two months notice attached) /  
No (if no - copy of customer request attached)

Local Admin Replacement  
PAC details User ID

Local Admin Replacement  
PAC details User ID

PAC Letter

PAC Letter

Local Admin Replacement  
PAC details User ID

Local Admin Replacement  
PAC details User ID

PAC Letter

PAC Letter

### FOR BANK USE ONLY

**ATTENTION!** The ORIGINAL form must be kept in the customer file and a COPY should be scanned.

Customer Owner

PRINT NAME

SIGNATURE

DATE

Day / Month / Year  
 /  /

Credit Operations (if applicable)

PRINT NAME

SIGNATURE

STAFF NUMBER

DATE

Day / Month / Year  
 /  /



Information correct as at November 2019

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