

Member name:
Member number:
Member address:

Debiting organization:
Department:
Organisation address:

Date:

Dear Sir/ Madam,

Change of Card account details

I/We have changed the card account in which my/our regular payment is deducted. With immediate effect, please amend your records to make sure all future payments are deducted from my/our new card account.

My/Our current card account details

Financial institution:
Account name:
Card number:
Expiry date:

My/Our new card account details

Financial institution:
Account name:
Card number:
Expiry date:

I/We confirm that I/We am/are authorised to operate the account represented by the card number and expiry date shown immediately above (My/Our new card account details).

If you have any questions please contact me/us.

Thank you for your assistance

Yours sincerely

.....
Signature

.....
Signature