

American Express Australia Limited  
GPO Box 1582  
Sydney NSW 1131  
Telephone 1300 363 614  
Fax 02 9271 2199

Date: 31 August, 2007

To: Merchant Maintenance

Company Name: .....  
(Company Name on business registration certificate)

Trading Name (if different from Company Name): .....

Phone Number: (.....)..... Fax: (.....).....

**American Express Merchant Number: 979**

No. of Pages (incl. cover note): 2

**CHANGE OF BANK ACCOUNT**  
Please include either a bank deposit slip / voided cheque / top part of your bank statement  
for verification of your new bank account details.

Account Type (please tick):  Direct Credit  Direct Debit

New Payee Name: .....

New Bank Account Number: .....

New BSB Number: \_\_\_ \_\_\_ / \_\_\_ \_\_\_ Trust Account (please circle): Yes / No

[Important Notice: Bank account payee name must be either the registered company name or trading name]

**GENERAL MERCHANT INFORMATION**  
Please select the appropriate box to update your current merchant details.

Change of Trading Name  
New Trading Name: .....

Change of Registered Company Name (please provide a copy of current bank support such as  
deposit slip/ voided cheque/ top part of your bank and new Business Registration Form for  
validation of the new Company Name)  
New Registered Company Name: .....  
New Business Registration Number: .....

**Change of Trading Address**  
New Trading Address: .....  
..... State: ..... Postcode: .....  
New Tel Number: ..... New Fax Number: .....

**Change of Settlement Address (For Merchant Statements)**  
New Settlement Address: .....  
..... State: ..... Postcode: .....

**Change of Correspondence Address (if different from Trading / Settlement address)**  
New Correspondence Address: .....  
..... State: ..... Postcode: .....

**To add New Authorised Signatories (please provide a copy of current bank support such as deposit slip/ voided cheque/ top part of your bank statement for validation of change of authorized signatories)**

(1) Name of New Authorised Person: .....  
Business Title: .....  
Driver's License Number: ..... Signature .....

(2) Name of New Authorised Person: .....  
Business Title: .....  
Driver's License Number: ..... Signature .....

***NB: If new signatory replaces an existing, please ensure the signatory to be deleted is detailed below***

**Existing Authorised Signatories to be deleted**  
Name of Existing Authorised Person: .....  
Name of Existing Authorised Person: .....

**Declaration**

The signers indemnify and warrant American Express that they are duly authorized by the merchant company to deal with American Express all relevant matters relating to the acceptance of American Express Card. The signers agree to be bound by American Express terms and conditions for Card Acceptance. Details of the terms and conditions have been provided to the merchant with account set up materials or will be provided to the merchant when it sign up a new merchant acceptance contract with American Express due to change of ownership. The signers agree to accept the American Express Card unconditionally and not to charge Cardmembers any fees for using the Card

**I agree that there have been no changes to the ownership of the business.**

**(Please sign here) x**

\_\_\_\_\_  
Signatory's Name Business Title

\*Consultant:

