

All sections on this form are mandatory.

**Section 1 - Profile details**

Company name																
Telephone number						User ID										

**Section 2 - Account details**

Account number																
Account name						Branch code										
Short name																

Should the new account be a different legal entity to the principal, please contact your Business Online admin office.

**Section 3 - Functionality options (Please select relevant option)**

- Statement view
- Transactions

**Section 4 - Limit details (Fill in if account is used for transaction purposes)**

Transaction type	Batch limit	Transactional limit	Allowable transactions		
			Debits	Credits	Both
Payments (SSVS)					
Own transfers					

**Section 5 - Operator account access (Tick access required)**  
 (Please provide operator ID's for all operators who will have access to the account)

Operator ID	Balance and statements	Payments (SSVS)	Own transfers

**Section 6 - Authorisation**

Designated person's name

Signature

Date (YYYY-MM-DD)

Designated person's name

Signature

Date (YYYY-MM-DD)

Please contact your nearest/relevant Business Online admin office before filling in this form.

Once it has been filled in, please fax or post it as instructed by the Business Online admin officer.