

EMPLOYEE DETAILS

Employee name

Employee number

Employee address

Postcode

Contact phone number

EMPLOYER DETAILS

Attention: **The Payroll Manager**

Employer name

Employer address

Postcode

CHANGE SALARY CREDIT BANK ACCOUNT DETAILS

Dear Sir/Madam,

I would like to request that my salary be paid into my HSBC account effective from

Please update your records to reflect my new HSBC Bank Australia Account details which appear below.

NEW BANK ACCOUNT DETAILS

Financial institution

Account name

BSB

Account number

AUTHORISATION

Signature

Date