

Request to change the address on your merchant facility.

Please complete this form if you would like to change the trading address or the mailing address on your merchant facility.

Note: If the change is due to a change in ownership, a new merchant facility must be established. Please phone Merchant Business Solutions sales on 1300 130 190 or contact your Relationship Manager.

BankSA Merchant ID

Section 1 – Your current merchant details

Trading name

Trading address

<input type="text"/>		
		State
		Postcode

Contact name

Section 2 – Your updated merchant address

Please change details for: Trading address Mailing address

Note: You cannot use a PO Box as the trading address of your merchant facility.

Trading address

<input type="text"/>		
		State
		Postcode

Mailing address

<input type="text"/>		
		State
		Postcode

New telephone number (if applicable)

New email address (if applicable)

Section 3 – Privacy Statement

All personal information and credit-related information we collect about you is collected, used and disclosed by us in accordance with our Privacy Statement which is available at banksa.com.au/privacy/privacy-statement/ or by calling us on 13 13 76. Our Privacy Statement also provides information about how you can access and correct your personal information, and make a complaint. You do not have to provide us with any personal information or credit information but, if you don't, we may not be able to process your application or request.

Section 4 – Your authorisation

Note: This form must be signed by an authorised signatory for the merchant.

Name

Signature

Name

Signature

Name

Signature

Name

Signature

Date

Please sign this form and email to merchantdocuments@banksa.com.au

OR

Mail to: **Merchant Business Solutions, GPO Box 18, Sydney NSW 2001**