## Change of bank details - Ireland



All fields must be completed in full by the Authorised Signatory. Please fill in the Direct Debit form below which forms part of the change of bank details.

MID - Merchant ID number				
Type of business Sole Trader Other (please specify):	Partnership; No. of F	Partners: P	Private Limited Company	
Full Legal Name				
Phone number	Mobile number	Email		
Bank account details				2
Existing bank account details				
Bank name	Account name (must match Trading DBA/Legal name)			
Sort code Account i	number	SWIFT/BIC Code		
IBAN				
New bank account details				
Bank name	Account name (must match Trading DBA/Legal name)			
rt code Account number SWIFT/BIC Code				Code
IBAN				
New bank account details to be used for	☐ Funding (Payments credited into you bank account)	☐ Amend to Billing/C (Payments to be do from your bank ac	ebited	□ All
Proof of bank account details				3
To verify your new bank account details, you'll need to provide the following documents:  1) Proof of bank account - this can be a photocopy, email scan or a photo of one of the following documents:  - Voided cheque  - Bank statement dated within last 3 months (this can be online statement, providing it shows the full account details and the url/web address)  - Letter from the bank  2) Photo ID with signature - Passport or driver's licence  3) Completed Direct Debit form (on next page)				
Signature				4
Handwritten signature or e-sign (echo/electronic	signature) Full Name & Ti	tle (Please complete in capita	ıl letters)	
	Position in con	npany (Director/Partner/Owne	er)	

Please send the completed change of bank details form, Direct Debit form and proof of bank details documents to:

Post: Document Management Team, Elavon Merchant Services, PO Box 56, Arklow Business Park, Arklow, Co. Wicklow

Email: mfm@elavon.com

Your information is processed in line with Elavon's Privacy Policy. Please visit www.elavon.ie/privacy-policy.html for further information.