

Dear Sir / Madam,

To alleviate the 'paper war' we are endeavouring to 'go electronic' and pay our creditors through Electronic Funds Transfer.

In order to do this we require bank details. We are also taking this opportunity to update our records with your current details.

Please fill in the tear off slip below and return to us either at our postal address, fax or by email.

Yours faithfully,

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Date:



.....

Please Update My Details	
Company Name :	
Address :	
Telephone # :	
Fax # :	
Bank Account Name :	
BSB # :	
Account # :	