Amend electronic banking access form

Macquarie Bank Limited ABN 46 008 583 542 AFSL and Australian Credit Licence no. 237502

Use this form to amend or remove a user's access to your accounts via Macquarie Business Online (MBO).
If you're requesting to have sole or dual authorisation access and you don't already have authorisation access, please complete the **Setup electronic banking access form**.

- Please use black ink, block letters.
- Please return this form by email to **business@macquarie.com**

1. Client/Company details

Client/Company name:

Please indicate which accounts and facilities are to be amended (Account Number/s or Facility Number/s):

Please indicate which users are to be amended or removed and what level of access is required below. *(The list of access levels is in Section 3).*

1.1 User's names	Macquarie ID	Remove	View	Create	Download	Sole	Dual
							Authorisation
1.							OR
2.							OR
3.							OR
4.							OR
5.							OR
6.							OR
7.							OR
8.							OR
9.							OR
10.							OR

For more than 10 users, please attach a separate signed addendum.

1.2 If you chose sole authorisation or dual authorisation above, do you wish to set a daily payment authorisation limit?
Please note if you choose a limit, it applies to all accounts and facilities under the user's access.

No   Yes ▶ Amount: $

2. Declaration

Disclosure for third parties

Please note that this form does not affect the existing consents you have provided to share your personal, account and/or credit information with your appointed third parties (e.g. brokers, advisers, intermediaries or authorised data recipients). If you no longer wish for us to provide this information to such parties, please email us at business@macquarie.com.

This form must be signed by any one of the following:

- two directors or a director and a company secretary
- for a sole director/secretary company, the director/company secretary
- partnerships – any two partners
- authorised signatories as per the method of operation for all accounts/facilities which are to be accessed

Authorised signatory (in black ink)

Print name:

Date (DD/MM/YYYY):

Authorised signatory (in black ink)

Print name:

Date (DD/MM/YYYY):

3. Available access levels

View	Create	Download (for use with compatible software platforms)	Sole/Dual Authorisation (this does not include create access)
The user can: • view account and transaction details only • view account statements	**The user can:** • view account and transaction details • roll-over term deposits • update TFN/ABN • initiate transactions • initiate account opening and closure requests	**The user can:** • download account and transaction data via Macquarie download files for use with compatible software platforms Note: Download files may contain a group of accounts. Their setup can be discussed with your Relationship Manager.	**For Sole Authorisation the user can authorise:** • transactions • account openings that have been created • account closures that have been created Note: For **Dual Authorisation** the user can only authorise the above in conjunction with another authoriser

Sign

✓ Wet signature

Submit

📧 Email to **business@macquarie.com**

Need Help?

For more information, please visit **Business Banking Help Centre**.