



BankVic

Salary direct credit

Instruction to Payroll Officer

Date

Dear Sir/Madam,

Re: Change of account to which my salary is credited

Employee ID:

I have changed the bank account to which I would like my salary to be paid. Please update your records to make sure all future salary payments are credited to the following BankVic account:

BankVic account details:

Surname	BSB	Account Number	Amount \$
<input type="text"/>	7 0 4 2 3 0	<input type="text"/>	<input type="text"/>
<input type="text"/>	7 0 4 2 3 0	<input type="text"/>	<input type="text"/>
<input type="text"/>	7 0 4 2 3 0	<input type="text"/>	<input type="text"/>
<input type="text"/>	7 0 4 2 3 0	<input type="text"/>	<input type="text"/>

Please ensure your records are updated to reflect this change.

If you have any questions, please do not hesitate to contact me on

Name

Signature

Note: If you require more than one salary deduction, please ensure you complete the account details section for each salary deduction required.