



Change of Limit Details MYOB M-Powered Services

Please complete this form if you wish to advise MYOB of a change of details in relation to your MYOB® M-Powered® Services subscription excluding bank accounts and MYOB M-Powered Authorisers. For changes to bank accounts or MYOB M-Powered Authorisers please contact the MYOB M-Powered Support Team on 1300 555 931 for the appropriate forms.

SECTION 1 - Current customer details

Your MYOB product serial number

Company Name and / or Trading name

SECTION 2 - Update to Business Profile

Please nominate the number of employees, whether you wish your increase to be atemporary or permanent increase and the reason why you wish this increase to occur. This will help us assess and process your request.

No of employees Temporary Increase Please tick Permanent Increase Please tick

New Estimated Annual Turnover \$

Reason for change

SECTION 3 - Amend MYOB M-Powered superannuation limit

Please nominate a limit - and period - for the total amount of superannuation contribution that you will process using the service.

Amount: \$ per

Period: Week Fortnight Month Quarter

SECTION 4 - Amended MYOB M-Powered payment service limit

Please nominate the new M-Powered Payment Limit. Note, this limit does not apply to ANZ customers.

Amount: \$ per

Period: Day Week Fortnight Month

SECTION 5 - Amend MYOB M-Powered invoices limit

Please nominate the new maximum payment amount you will accept for each payment made using the Credit Card by Phone payment type. Note maximum value allowed is \$10,000.

New maximum credit card payment

Please tick one: \$1,000 \$2,000 \$3,000 \$4,000 \$5,000
 \$6,000 \$7,000 \$8,000 \$9,000 \$10,000



Change of Limit Details MYOB M-Powered Services

SECTION 6 - Declaration and disclosure consent

If the "Customer" is a company, the declaration below must be signed by 2 ongoing directors of the company. If the "Customer" is not a company, the declaration must be signed by the principals.

The person/s signing below declare that:

- They are authorised to make this Change Request and declaration on behalf of the Customer.
- The Customer is permitted by law and its constituent documents to make this Change Request.
- The information in this Change Request is true and is not by content or omission misleading or deceptive.
- The person(s) listed in the M-Powered Authoriser information section or subsequently substituted ("M-Powered Authorisers") are signatories for all bank accounts nominated for use with M-Powered Services, and can authorise payment instructions from these bank accounts.

The person/s signing below acknowledge and agree that:

- The M-Powered Authorisers shall operate for and on behalf of the Customer and legally bind the Customer in the use of the M-Powered Services.
- They will advise MYOB immediately they become aware of any change in circumstances or matter which materially affects the information provided in the original Application, any previous Change Requests, or this Change Request.
- For purposes related to MYOB M-Powered Services, MYOB may use, and give to and receive from third parties (such as financial institutions and other parties with whom MYOB has contracts in relation to MYOB M-Powered Services), the information provided in this Change Request (including your TFN, if applicable).

Signature, Principal/Director 1

Name

Date (dd/mm/yy)

Signature, Principal/Director 2

Name

(Date (dd/mm/yy)

SECTION 7 - Please return this form to:

Fax: (03) 9222 9894

MYOB M-Powered Services
Reply Paid 371
Blackburn Vic 3130

Please note that it may take up to 7 business days from the receipt of this form for changes to take effect. You will be notified via email when the change has been made.

CHECKLIST

Please check that the following areas of your form have been completed:

- Section 1 - Current Customer Details
- Section 2 - Update to Business Profile
- Section 6 - Declaration and disclosure consent - Signed by two directors or the principal(s).

Need help?

Call the MYOB M-Powered Services Support Team on **1300 555 931** (between 9.00am - 5.30pm, Monday to Friday) or email, m-powered@myob.com.au.