

Merchant Maintenance Form

For enquiry, you may email to MerchantH'desk@hlbb.hongleong.com.my or call 03-2777 1297.

A) Company Details	
Merchant Registered Name	
Merchant Trading Name	
Merchant ID (MID)	

Request for change in merchant's data (to tick in the respective box and fill in data which request for changes only)

B) Principal Information	
<input type="checkbox"/> Merchant Registered Name	
	(Please attach supporting documents, ie Form 13 or Company Resolution)
<input type="checkbox"/> Merchant Trading Name	
<input type="checkbox"/> Address	
<input type="checkbox"/> Telephone Number	
<input type="checkbox"/> Email Address	
<input type="checkbox"/> Contact Person	

C) Payment Details	
<input type="checkbox"/> Payment Mode	
<input type="checkbox"/> Credit HLB Current Account No.	Branch _____
<input type="checkbox"/> Inter-Bank Giro Current Account No.	Bank _____
I/We agree to pay the service fee of RM 1.00 for each crediting of net merchant settlement through Inter Bank GIRO Services. Please attach bank statement for the above Inter-Bank Giro Current account.	

D) Termination	
<input type="checkbox"/> Closure of Card Acceptance Services (Single or some MID closure only)	
<input type="checkbox"/> Termination of Merchant Agreement for Card Acceptance Services (Termination of all MID).	
Closure/Termination	<input type="checkbox"/> Ceased Operations <input type="checkbox"/> Change Management <input type="checkbox"/> Poor Sales
Reason	<input type="checkbox"/> Switch Acquirer (Specify Acquirer) _____
	<input type="checkbox"/> Others (Please specify) _____

E) Others	
<input type="checkbox"/> Others (Please specify)	_____

Authorised Signatory	
I/We hereby declare that the above details are true and correct and I/We agree not to hold HLB responsible or liable for any loss and/or damage arising directly or indirectly from this request. This letter supercedes all previous request/instruction (if any).	
_____ Merchant's Authorized Signatory Name : Designation : Date:	<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> Company Stamp </div>

For Bank Use Only	
Approved/Rejected by,	
_____	Name:
	Date: