

Business Online Banking Change Form

Business Information

Business Name: _____ EIN #: _____
 Address: _____
 Primary Contact: _____ Business Phone: _____
 Primary Contact Email: _____
Required for ALL Online Products and/or Services

USER Management:

Additional Business Online Banking Users must be added by the primary user listed above. A \$2.50 monthly fee will be assessed for each additional user.

Removal of existing Business Online Banking Users must be managed by the primary user listed above. Adjustments to the monthly additional user fee of \$2.50 may take up to 30 days from the time the user is deleted.

Access and rights to Business Online Banking Users will be managed by the primary user.

Add Additional Business Entities to the same Business Online Banking Profile:

A \$5.00 monthly fee will be assessed for each additional business entity added.

Name: _____ EIN #: _____
 Name: _____ EIN #: _____
 Name: _____ EIN #: _____

ACCESS Maintenance:

Request to add EFTPS tax payments, Secondary Bill Pay or Change Primary Bill Pay

Add EFTPS **Add Secondary Bill Pay** **Change Primary Bill Pay Acct to** **Add Domestic Wire Transfer**
 Tax Payments Acct # _____ Acct # _____ **Add International Wire Transfer**

CLOSE Request:

Request to close Business Online Banking, close Bill Pay or Stop E-statements

CLOSE Online Banking **STOP E-statements (convert to paper)** **Close Bill Pay**
 Login ID: _____ Acct # _____ Acct # _____

Change Authorization Form must be signed by an authorized person(s) as reflected on the current Business Resolution on file at Itasca Bank & Trust Co.

Signature Authorization

X _____
 Signature Name and Title Date
 X _____
 Signature Name and Title Date

Bank Use Only

Log _____ Email _____ Confirm _____ ACI _____ Print Mail _____ CSPI _____