

ARIS Change Request Form - Streamlined Banking Agencies (SLB)

Agency ID Number: _____

Effective Date: _____

Agency Name: _____

NEW USER DELETE USER UPDATE USER - ADD FUNCTIONS UPDATE USER - DELETE FUNCTIONS
(Check only the functions that need to be added) (Check only the functions that need to be deleted)

Section 1. Add/Delete/Update User:

1. User Name: _____ Users Email _____

2. User's Address: _____

User's Fax Number: _____ User's Telephone: _____

If adding or updating a user please check which functions this user should have access:

- SLB - Flex
SLB - GBA
SLB - GTA
SLB - Local Depository Remittance
SLB - State Tax Payment
30-60-90 Expenditure Projections

Section 2. Delete User:

If there are Users you would like to remove from the system, please list them below.

User Name: _____

User Name: _____

Section 3. Add Bank Account:

If there are additional accounts you would like to add to the system, please list them below. Please note that all bank accounts must have been previously approved by the State Depository Board.

Bank Name: _____ Account #: _____

ABA (routing) #: _____ Account Description: _____

Contact Person (if any): _____ Correspondent Bank (if any): _____

Section 4. Delete Bank Account:

If there are accounts you would like to remove from the system, please list them below.

Bank Name: _____ Account #: _____

ABA (routing) #: _____ Account Description: _____

Section 5. (Required) AUTHORIZATION - The above changes are authorized by:

Signature _____ Title _____ Date _____

Telephone: _____ Email _____