

ARIS Change Request Form - Deactivate Bank Account Information

Agency ID Number: _____ Agency Name: _____ Effective Date: _____

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

Deactivate Bank 1:

Bank Name: _____ Account #: _____ ARIS Bank Code: _____

Account Description: _____

Reason for deletion: _____

Deactivate Bank 2:

Bank Name: _____ Account #: _____ ARIS Bank Code: _____

Account Description: _____

Reason for deletion: _____

Deactivate Bank 3:

Bank Name: _____ Account #: _____ ARIS Bank Code: _____

Account Description: _____

Reason for deletion: _____

Deactivate Bank 4:

Bank Name: _____ Account #: _____ ARIS Bank Code: _____

Account Description: _____

Reason for deletion: _____

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

Signature _____ Title _____ Date _____

Printed Name: _____ Telephone: _____ E-mail: _____

For OST Only:	Date	Initials
Deactivated in ARIS		
Deleted from QED Bank Table		
Deleted templates in BOA		
Deleted template in Wells		
Scanned form and saved to R Drive		
Provide information to Banking		