

# GCVS Change of Bank Details Form

This must be completed by an employee who has changed their bank account details



Glasgow  
Council  
for the  
Voluntary  
Sector

## **EMPLOYER INFORMATION**

GCVS Project No:		Employer Name:	
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## **EMPLOYEE INFORMATION**

Employee Name:		GCVS Employee No:	
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## **NEW BANK DETAILS**

Bank Name:		Branch:	
8 Digit Account No:		Is this your account?	
Reference: (if applicable)		Sort Code:	
Date to take effect from?			

## **OLD BANK DETAILS**

Bank Name:		Branch:	
8 Digit Account No:		Sort Code:	
Account Roll No: (if applicable)		Was this your account?	

I confirm that the above information is true and accurate:

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Employer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Forms which are not signed by the employer will not be actioned.**

## **For Office Use Only**

Actioned By:		Date:	
Period:		Checked By:	