

Overseas Data Validation Form (DV2)

Please complete this form to ensure the data we hold for you is accurate and complete. This form is also used to notify us of any new changes to your account.

IMPORTANT

**Please save a copy of this form to your PC before entering any information
The secure lock down functionality will not work unless saved down**

Failure to complete this form fully and accurately may delay payment

Reasoning	
<i>Are you completing this form for validation purposes or notifying us of a change to your details</i>	
Completing for data validation purposes	
Notifying us of change to your details	
If change of details please summarise what details you are amending	
Supplier Details	
Supplier name	
Supplier number	
Address	
Postcode	
Telephone number	
Email address for remittances	
Company registration number	
Are you registered for an EU taxes?	Yes
	No
If 'Yes' Please state your full Tax Registration Number	
Country	
Bank Details	
Bank name	
Bank address	
Account number	
Sort code	
SWIFT code	
BIC code	
IBAN (if applicable)	
Currency	
Are we paying into your company bank	Yes

account?	No
If no, are we paying a factoring company receiving funds on your behalf?	Yes
	No
If factored, please confirm the factoring companies name	
Intermediary Bank Details If you have an intermediary bank, please provide the following information	
Intermediary bank's name	
Intermediary bank's address	
Intermediary bank's SWIFT code	
Intermediary bank's BIC code	
Primary Authorisation	
Name	
Position in business	
Telephone number	
Email	
Date	
Signature of approver <i>(By ticking this box you confirm the data provided is accurate and correct)</i>	
Secondary Authorisation	
Name	
Position in business	
Telephone number	
Email	
Date	
Signature of approver <i>(By ticking this box you confirm the data provided is accurate and correct)</i>	

Click here once fully complete to lock your information
IMPORTANT
Please check the details are correct as once locked, details cannot be amended

For Internal Use Only	
Administrator	
Approved By	
Date	
Bank Detail Verification	