

至人事部:

「更改自動轉賬出糧銀行賬號」

本人 _____ (員工編號: _____), 現欲申請更改發薪帳戶號碼, 詳細如下:

現時發薪賬戶號: _____

所屬銀行: _____

新發薪賬戶號: _____

所屬銀行: _____ 南洋商業銀行 (043)

生效日期: _____

申請人簽署: _____

日期: _____

To: The Personnel Department

“Change of Payroll Account”

I, _____ (Staff No.: _____) would like to change my auto-payroll account, details as below:

Existing auto-payroll account: _____

Bank Name: _____

New auto-payroll account: _____

Bank Name : _____ Nanyang Commercial Bank (043)

Effective Date: _____

Applicant's signature: _____

Date: _____