



VISA PROCUREMENT CARD ONLINE BANK STATEMENT ACCESS FORM

User Information

Are you the Administrator? Yes No

Are you the card holder? Yes No

Do you currently have a Regions user id? Yes No

If you answered "No" to the last question please skip current user id and continue with New User Information

Current Regions User ID _____

New User's Full Name _____

User's Email Address _____

Department Information

Department Name _____

Department Phone No. _____ Department Mail Stop _____

Card Information

List the Last Four (4) Digits of the card number(s) and last name(s) on the cards that you need to access:

If you need access to more than (4) cards please attach an additional sheet

Last Four _____ Last Name _____

Last Four _____ Last Name _____

Last Four _____ Last Name _____

Last Four _____ Last Name _____

Authorization

Title (Department Head/Director) _____

Name _____

Signature _____ Date _____

Please send the completed Access Form to: Melissa Inmon, Procurement & Contracts, 624 McArthur, Mail Stop 9718