

To: Payments & Merchants

PHONE : 03-27771297

FAX: 03-20818926

EMAIL: MerchantH'desk@hlbb.hongleong.com.my

From:

Company Name: _____

MID : _____

Contact Person Name: _____

Contact Number: _____

CANCELLATION OF TRANSACTION

We hereby request to cancel the below transactions due to *(Please tick (√) whichever applicable):*

Double charge

Customer paid by cash

Cardholder request for cancellation

Other reason:

Transaction details:

Cardholder Name:

Card Number:

Transaction Date:

Transaction Amount :

Refund Amount :

Approval Code:

We hereby authorize HONG LEONG Bank to:

Debit HONG LEONG/EON Bank Current Account: No: _____

Enclosed cheque No:

Others :

Attached herewith are clear copies of sales draft and settlement slip. (Please fax to 03-20818926)

(Merchant's Authorised Signatory)

Name :

Designation :

Merchant's Company Stamp

(For Bank use only)

Requested by:

Date:

Verified by:

Date:

Received by (Ops):

Date:

Copies of Sales draft and Settlement slip