

	TECHNICAL UNIVERSITY OF MOMBASA		
	Document: Form	Ref No.: TUM/Form/HRM/004	
	Title: BANK DETAILS		
	Department: HUMAN RESOURCE MANAGEMENT		
	Issue No. 2	Revision No. 0	Date: 5th April 2018

Name:
Employee Number:
Department:
Date:

The Head,
Human Resource Department,
Technical University of Mombasa,

Thro'
HOD/HOS/COD/Immediate Supervisor

Dear Sir/ Madam,

RE: PAYPOINT PARTICULARS

Please note that my pay point particulars are as follows:

Account holder's name	<input type="text"/>
Account number	<input type="text"/>
Bank code	<input type="text"/>
Name of bank	<input type="text"/>
Name of branch	<input type="text"/>
Branch code	<input type="text"/>

Where some amount of money constitutes an erroneous payment to me, I hereby give irrevocable authority to my bank to return the same to Technical University of Mombasa whether or not I am in service with the University. This authority extends to any bank or account to which the said money may be transferred.

This request supersedes any other given before this date.

Signature: Date:

cc.
The Manager,
Name of Bank: