



EZYPASS CARD AGENT FORM



Please complete this form in block Letters and return to the Customer Service Officer in any Zenith Bank branch nationwide.

GENERAL INFORMATION

Business/Company Name				
	Title	Surname	First Name	Other Names
Owner's Name				

CONTACT DETAILS

Location Address:		
Telephone	Office:	Cell:

OTHER INFORMATION

Public IP Address:		
	<i>IP restrictions provide a security measure to allow only employees to login from specified IP addresses. Without this restricted, users can login from any PC. Agents are solely responsible for ensuring the safety of their login credentials.</i>	
Operating Hours(Days/Time)		
	<i>This allows agents to set specific hours for which employees can perform card loading.</i>	
Teller Load Limits:	Per Transaction	Daily Cumulative
	<i>Agent can set limits on tellers, such that when the limit is exceeded, a second level authentication is required.</i>	
Second Level Authentication	Same PC as Teller	Remote PC via Email
	<i>If a teller limit applies, authorisation can be done during the transaction and approved on the teller's PC, or an authorisation can be sent to the manager's email address. The teller will have to complete the transaction once approved.</i>	

ROLES AND SYSTEM RIGHTS

<ul style="list-style-type: none"> • Customer Service Officer- Can Register Cards; • Teller – Can load and view distribution account activity; • Manager – Second level authentication, view distribution account, view user Activity 			
Name of Staff	Cell Phone Number	Email Address	Role

SIGNATURE

Signature/ Destination

Date

--	--

BANK USE (Treated By:)

--