



**Catholic Development Fund - Diocese of Broken Bay**

Level 15, Polding Centre, 133 Liverpool Street, Sydney NSW 2000

Tel: (02) 9390 5200 Fax: (02) 9261 1271

Email: [enquiries@sydneycdf.org.au](mailto:enquiries@sydneycdf.org.au)

**Request to the Catholic Development Fund  
For  
Cancellation of CBA Corporate MasterCard Charge Card**

**Instructions for completion:**

Complete the details requested below and arrange for request to be signed in accordance with the CDF Account Authority

Print and scan or save completed request to your computer and send the scanned or saved copy via an email attachment to the CDF at [enquiries@sydneycdf.org.au](mailto:enquiries@sydneycdf.org.au)

**Corporate Card Facility Name:**

*(name of school, parish or agency)*

**Corporate Card Facility Number:**

**Please cancel the following CBA Corporate MasterCard Charge Card issue under the above Corporate Card Facility:**

**Corporate Charge Card Number:**

*(Last 4 Digits Only)*

**Cardholder's Name** *(as per card)*:

**Declaration**

We declare that the above-mentioned card has been returned to us by the cardholder and the card has been *(please select)*:

Destroyed securely (either shredding in a shredding machine or cut up into many pieces)

or

Returned to the following Commonwealth Bank (CBA) branch:

CBA Branch Address:

**Note: The preferred option is for all cards requiring cancellation to be destroyed securely**

**Request Signed in accordance with the CDF Account Authority**

X \_\_\_\_\_

X \_\_\_\_\_

\_\_\_\_\_  
*Name of Authorised Officer*

\_\_\_\_\_  
*Name of Authorised Officer*

Date:     /     /