

## Additional Access Request

This request is to gain access to accounts on which you are not an owner or joint owner using Online Banking, Mobile App, and CallPlus IVR. Other Security Service members may grant you permission to administer their account(s) solely through Online Banking, Mobile App, and CallPlus IVR.

**You must complete this form, obtain all signatures, and fax or mail it to Security Service Federal Credit Union before we can give you additional account access. For joint accounts, each owner must sign this document.**

**Requestor's information:**

Name: \_\_\_\_\_ Online Banking ID: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**Accounts for which access is being requested:**

ACCOUNT #	PRIMARY OWNER	JOINT OWNER
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Signatures by accounts owners giving permission:**

I understand that giving access to my account(s) through Online Banking, Mobile App, and CallPlus IVR will allow full access to the account(s) to inquire, deposit, withdraw, and transfer funds. I understand that it is my responsibility to notify Security Service Federal Credit Union if I choose to remove this access. Signing this document releases Security Service Federal Credit Union from any liability associated with this access. Any owner may withdraw this consent at any time by contacting Security Service and providing a request in writing.

\_\_\_\_\_  
Signature of Account Owner \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Account Owner \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Account Owner \_\_\_\_\_  
Date

<b><u>For Office use Only</u></b>		<input type="checkbox"/> Incomplete Request
_____ Date Received	_____ Date Completed	_____ Date member notified
_____ Received by	_____ Completed by	_____ Notified by Email, Phone, or Mail

**Mailing Address:**

Security Service Federal Credit Union  
Online Banking Administrator  
P.O. Box 691510  
San Antonio, TX 78269-1510

**Fax Number:** (210) 444-3000

If you do not have a printer, please e-mail us (be sure to include your postal address) and we will mail you a paper copy of this form.