



This form is to be used by a registered service bureau which wants to terminate its registration.

## Section 1 Registered Service Bureau

### SECTION 1.1 COMPANY INFORMATION

Name of registered service bureau

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PIC code

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Contact name

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Job Title

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Telephone

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E-mail

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## Section 2 Notification of termination

### SECTION 2.1 AUTHORISATION FOR TERMINATION

You, hereby confirm that the provider wants to terminate its registration.

**Preferred date to terminate the registration (DD-MMM-YYYY)**

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**Preferred date to start the end users migration to other SWIFT connectivity solutions (DD-MMM-YYYY)**

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Note that SWIFT will use its best effort to take into account your preferred dates to start the termination.

In any case the effective date of termination cannot be less than 3 months from the signature of this form. Before ceasing to act as a service bureau for serviced users, the service bureau must demonstrate to SWIFT that it has notified the serviced users of such termination with 3 months prior notice, and must ensure reasonable efforts to support the serviced users in finding alternative connectivity to SWIFT.

## SECTION 2.2 SERVICE BUREAU POINT OF CONTACT FOR THE END USERS MIGRATION

**Name** \_\_\_\_\_

**Job Title** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**E-mail** \_\_\_\_\_

### Section 3: Contractual Framework

The SWIFT Service Bureau termination and status are governed by the SWIFT General Terms and Conditions and, if applicable, the [Shared Infrastructure Programme](#). By submitting and signing this form, you agree to abide by those terms, including the processing of the submitted information for the purpose mentioned in the form and under those applicable terms. SWIFT will process any personal data you provide according to the SWIFT Privacy Statement (available at the bottom of all [www.swift.com](http://www.swift.com) pages).

You confirm that you are an authorised representative of the service bureau entitled to sign this form on behalf of the service bureau

<b>Family Name</b>	_____
<b>First Name</b>	_____
<b>E-mail</b>	_____
<b>Function</b>	_____
<b>Signature</b>	
	<b>Date</b> (DD-MMM-YYYY): _____

Please return the form duly signed to [SB.Certification.Office@swift.com](mailto:SB.Certification.Office@swift.com)