

# ACCELERATE CORPORATE CLIENT MAINTENANCE FORM



Please forward a completed & signed copy to the Virgin Australia accelerate team: [accelerate@virginaustralia.com](mailto:accelerate@virginaustralia.com)

## Maintenance Required (please select one from the following options):

- Change of TMC/Corporate Travel Agent
- Change from Direct to TMC/Corporate Travel Agent
- Additional TMC/Corporate Travel Agent

If you are exiting another corporate program, please enter the program name:

## CLIENT & BUSINESS DETAILS

<b>COMPANY/BUSINESS NAME:</b>	Enter Business Name		
<b>ABN or ACN:</b>	Enter the current ABN/ACN		
<b>BUSINESS ADDRESS:</b>	Enter Street Name and Number		
	Enter City	Choose State	Enter Postcode
<b>KEY CONTACT NAME &amp; POSITION:</b>	Enter First and Surname	Position in Company	
<b>KEY CONTACT PHONE &amp; EMAIL:</b>	Enter Phone	Enter Email Address	

*I hereby confirm that I am an authorised employee of the company (to be signed by the corporate client) and that all the above information is true and correct. Unsigned or undated applications will not be processed.*

**NAME:**

**POSITION:**

**DATE:**

**Signature:**

## TMC DETAILS (NOT REQUIRED FOR DIRECT CODE / ACCOUNT)

<b>AGENCY NAME:</b>	Enter Agency Name		
<b>ACCOUNT MANAGER NAME:</b>	Enter First and Surname		
<b>ACCOUNT MANAGER PHONE &amp; EMAIL:</b>	Enter Phone	Enter Email Address	
<b>AGENCY ADDRESS:</b>	Enter Street Name and Number		
	Enter City	Choose State	Enter Postcode
<b>EMAIL (FOR NEW CODE ADVICE):</b>	Enter Email Address		

## GDS BOOKING CHANNEL

<b>BOOKING &amp; TICKETING IATA:</b>		
<b>BOOKING &amp; TICKETING PCC(S):</b>		
<b>CURRENT GDS PLATFORM:</b>		

**PRIVACY:** We are collecting your personal information. Please read our relevant Privacy Statement, which is available at [www.virginaustralia.com/privacy](http://www.virginaustralia.com/privacy) for information about how we will handle this information, our likely overseas disclosures and how you can access or correct your personal information or make a privacy complaint. Virgin Australia - Maintenance update form version 05082021