

Customer Adjustment Form

☐

Change

☐

Inactive

☐

Reactivate

Date

General Data :

Customer Code : Customer Name :

☐ Change division code to

☐ Change customer name to

☐ Change contact info / address from

to

☐ Change salesman / branch from to

☐ Request reactivation Reason

☐ Adjust credit limited from Baht to Baht

Reason

Please attach detail :

☐ Add / Change bill to & ship to address

Bill to 1

Bill to 2

Ship to 1

Ship to 2

Requested By Division

Approved By

(Branch Manager / Sales Operations Manager / Sales Manager / Senior Sales Manager)

Approved By

If credit limit > 100K

(Managing Director)

MIS Name Key in date

Remark