

## **NF901 Change to Billing Email Notification Form (Older Persons only)**

The authority has the facility to send Older Persons Annual fee invoices directly to your Accounts Payable Department. If Older Persons Providers would prefer HIQA to send Annual Fee invoices directly to your Accounts Payable Department, please complete the information below and return to AR@hiqa.ie.

Centre Name:	
HIQA Account Number: (12 character account reference)	
Centre Address:	
Providers billing email Address:	

It is the Provider's responsibility to ensure the billing email address is up to date at all times. Providers are required to notify the authority of any change to the billing email address in the future.

Please be advised in accordance with the Data Protection Act 1988 and amendment 2003, the information you are providing will be stored by this Authority electronically. The information will only be used for delivery of Demands for Payment or other financial related communication.

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