

## Requesting changed access to Danløn

- Changing password
- Changing signature code
- Information about username, and change of password <sup>1)</sup>
- Reopening closed account <sup>1+2)</sup>
- Changing e-mail and/or mobile no. related to two-factor authentication

**Username** \_\_\_\_\_

**Company name** \_\_\_\_\_

**CVR** \_\_\_\_\_

**New code** \_\_\_\_\_

**New e-mail/mobile** \_\_\_\_\_

The code must be between **8 and 20 characters** long and contain both **lowercase and uppercase letters as well as numbers**.

Identify capital letters with circles around them, and numbers underlined.

<sup>1)</sup> Information about username and reopening of account costs DKK 625.00 incl. VAT, which is paid to Danske Bank, account 4319 - 0007400039 with information about CVR no.

<sup>2)</sup> If the Danløn account has been closed for more than one year, then all data is deleted and the account cannot be reopened.

I confirm that I am entitled to request changes to the Danløn account:

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

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

**Company name** \_\_\_\_\_

**CVR no.** \_\_\_\_\_

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

**Signature** \_\_\_\_\_

If a request is made by a curator, please enclose the curator's certificate.

Fill out the form and attach to us via Danløn Support or secure file exchange.

For secure file exchange, please e-mail [info@danlon.dk](mailto:info@danlon.dk) and provide your e-mail and mobile number, after which you will receive an e-mail with a link to secure file exchange and a SMS authentication code.