

Outward Telegraphic Transfer Request

INSTRUCTIONS

Outward Telegraphic Transfer requests must be sent to the Transaction Processing Centre prior to **2:30pm Adelaide Time (ACST)**.

Transaction requests will be processed by Adelaide Bank on the same business day provided that a written request for a transaction is received before 2:30pm ACST time on a business day. Any requests received after 2:30pm will be processed the following business day. Adelaide Bank takes no responsibility for any delay of funds being processed by the financial institution accepting the transaction.

1. Complete all the fields in each section, and ensure the form is signed.
2. Fax to **08 8300 6661** or email to **transactionprocessing@adelaidebank.com.au**. File duplicate copy.
- 3.

Mortgage Manager:

Name:

Contact:

Section 1: WITHDRAWAL AMOUNT - DOMESTIC

Amount to be transferred in AUD:

Section 2: WITHDRAWAL AMOUNT - FOREIGN

Foreign currency:

Amount to be transferred in foreign currency:

Amount to be transferred in words:

Section 3: CUSTOMER DETAILS

Full Name:

Address (PO Boxes not acceptable):

City:

State:

Postcode:

Phone:

Reference Account no:

Section 4: BENEFICIARY ACCOUNT DETAILS

Account Name:

Account Number:

Beneficiary address (PO Boxes not acceptable):

City:

State:

Postcode:

Country:

Section 5: BENEFICIARY BANK DETAILS

Bank Name:

BSB:

Bank Address:

Bank Identifier Code (BIC) if known:

Country:

Additional Information/Comments/Reference:

Section 6: PAYMENT AND FEE DETAILS

Payment method: AUD – Debit my/our AUD account AUD – By bank cheque
 AUD – By my/our cheque Foreign currency – Debit my/our foreign currency account

Account number:

Fee amount:

Customer Authorisation

- I/we hereby authorise Bendigo and Adelaide Bank Limited to process the above transaction on my/our behalf.
- I/we understand the Bank is not responsible for any delays in transmission or payment caused by circumstances beyond its control.
- I/we understand the Bank may charge an investigation fee for any enquiries regarding this payment and response could take up to 30 business days.
- I am/we are aware of the fees associated with this request and authorise the relevant fee to be debited from my/our Bendigo and Adelaide Bank Limited account listed above.
- I understand that the Beneficiary bank or Intermediary bank(s) may deduct fee(s) from this payment; therefore the beneficiary may receive less than the amount sent.
- I HEREBY RELEASE, INDEMNIFY and forever HOLD HARMELSS the Bank from any liability, loss or compensation claim from me or any third party whatsoever in relation to any transaction processed or not processed in accordance with instructions received by facsimile or email.
- I acknowledge that a bank draft can be deemed 'stale' after 6 months from its issue date and authorise the Bank, at the Bank's sole discretion to stop and cancel the bank draft if it has not been presented within 9 months of its issue date. I further authorise the Bank, upon stopping and cancellation of the bank draft, to re-credit the AUD value of the bank draft, at the time of the cancellation, to my account. Due to fluctuations in exchange rates, I acknowledge that I may not be repaid the full AUD value of the original draft issued. I authorise the Bank to confirm that the status of the bank draft is considered to be 'unpresented' before a refund will be processed. I further authorise the Bank, upon the stop/cancellation of the bank draft, to re-credit or refund the AUD value of the original draft issued.

If the nominated transfer is an international telegraphic transfer request

- I/we understand that delivery time of an International Telegraphic Transfer may be up to 7 days
- I/we understand the Bank will calculate the exchange rate at the time of processing

Protecting you privacy

We collect your personal information to transfer funds overseas as you have requested. To do this, we need to disclose that information to correspond with banks and agents that process foreign currency transaction. As a result, your personal information may pass through or go to a country that does not have the same privacy laws and protection of privacy as Australia. If any part of this information is not provided, this transaction cannot be completed. In most cases you can gain access to your personal information.

Customer Authorisation

Customer 1

Full Name:

Signature:

Date:

Customer 2

Full Name:

Signature:

Date:

[Transaction Processing Centre Use Only]

Processed by:

Authorised by: