

PERIODICAL PAYMENT



Complete all appropriate sections and fax to the V2 PLUS Service Centre on

Fax: 1800 671 800

All requests must be signed by the customer(s).
Unsigned requests will not be processed and will be returned to you.

New Amend Cancel

Date:

Authorised contact name:

Contact number:

Intermediary number:

1. ANZ ACCOUNT DETAILS TO DEBIT

Branch Number	Account no.	Branch
<input type="text"/>	<input type="text"/>	<input type="text"/>
Account Name		
<input type="text"/>		

2. EXISTING DETAILS FOR AMENDMENT AND CANCELLATION

BSB Number	Account No.	
<input type="text"/>	<input type="text"/>	
Credit Account Details –		
Account Name		
<input type="text"/>		
Existing Amount	Existing Period	Existing Frequency
<input type="text"/>	<input type="text"/>	<input type="text"/>
Payment Date	Final Payment Date	Other
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. NEW (COMPLETE IN FULL) AMENDMENT (COMPLETE ONLY DETAILS THAT ARE TO BE CHANGED)

Account Details to Credit	
Branch Number	Account No.
<input type="text"/>	<input type="text"/>
Bank and Branch Name	
<input type="text"/>	
Payee Account Name	Credit T/C
<input type="text"/>	<input type="text"/>

PAYMENT DETAILS

Payment Type	Period	Frequency	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Amount	Start Date	Expiry Date	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Second Amount	Payment Due Date		
<input type="text"/>	<input type="text"/>		
Payment Reference	Transaction Fee	Fee Amount	Aux Dom
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	\$	\$	

(18 characters)

PERIODICAL PAYMENT

Retail Customers only

Complete the following only if payment is not to be credited directly to a bank account (eg by bank cheque).

Name of Favouree

Payment Reference No.

Address where funds are to be sent

Suburb

State

Postcode

Customer authorisation

To: Australia and New Zealand Banking Group Limited ABN 11 005 357 522 ('ANZ')

I/We agree that:

- by signing this Form, I/we authorise ANZ to arrange for funds to be debited from my/our ANZ account (**Periodical Payment**);
- ANZ may terminate this Periodical Payment if it is in ANZ's legitimate interests to do so. If ANZ does this, ANZ will give me/us notice of at least 30 days;
- without limiting ANZ's rights under my/our account terms and conditions, ANZ may also terminate this Periodical Payment with less than 30 days' notice where ANZ reasonably considers that it is necessary to protect ANZ or me/us from suffering financial loss (for example, as a result of suspected fraudulent activity on the account). If ANZ gives me/us less than 30 days' notice, ANZ will use reasonable endeavours to notify me/us as soon as possible; and
- ANZ may effect payments under this Periodical Payment after the due date upon receipt of sufficient moneys in my/our account to enable such payments to be made.

Please note:

- This Periodical Payment is subject to the terms and conditions that apply to your account, which are subject to change from time to time. The terms and conditions applicable to your account cover matters such as:
 - If you have established a periodical payment facility you can tell us to stop or change a periodical payment on the facility, or cancel the facility, by contacting us, at least two business days before the relevant periodical payment is due to be made. If you phone us, we may ask you to send us written confirmation of your instruction before implementing it.
 - You may have to pay a Periodical Payment Non-Payment Fee if you have authorised a periodical payment that we cannot pay from your account because there are insufficient cleared funds available in your account.
 - What happens when a periodical payment is due to be paid on a non-business day.
 - When ANZ may delay, block, refuse or restrict transactions on your account.
 - Procedures for the order of processing transactions.
- It is your responsibility to ensure there are sufficient funds in your account to make the payment.
- You should check your account statement to verify that the amounts debited from your ANZ account are correct.

Customer Name

Contact Phone Number

Customer(s) Signature(s)

Customer(s) Signature(s)

Date (DD/MM/YYYY)

Date (DD/MM/YYYY)

Stamp Duty
(adhesive/
impressed)
if required

PERIODICAL PAYMENT

INSTRUCTIONS AND CODES FOR COMPLETING

Period – the period of time between payments

Code	Name	Description
D	Daily	Every business day
W	Weekly	On specified day
F	Fortnightly	On specified day
M	Monthly	On specified dates
B	Monthly	On Business Day
I	Bi-Monthly	Every second month on specified date
Q	Quarterly	Every third month on specified date
S	Six Monthly	Twice a year on specified date
A	Annually	Once a year on specified date
E	Exceptions	Four weekly, eight weekly, twelve weekly

Frequency – used in combination with Period code, determines the day/date payment will be made

Period	Frequency	Description
D	0000	Payment made every day
W	000D	Payment made weekly on a designated day. D=0001 (Sunday), 0007 (Saturday) eg W-0004 means make the payment on the Wednesday of every week.
F	000D	Payment made fortnightly on a designated day. D=0001 (Sunday), 0007 (Saturday) eg F-0005 means make the payment on the Thursday of every fortnight.
M	D1D2	Payment made twice monthly on a designated calendar date. D1 first payment in month. D2 second payment in a month eg M-0215 means make the payment on the second and fifteen of every month. If only paying once a month, see next code
M	D100	Payment made once monthly on a designated calendar date. D1 designated date eg M -0500 means make the payment on the fifth of the month.
B	D100	Payment made monthly on a designated business day of the month. eg B-0500 means make the payment on the fifth business day of every month. Need to consider that the maximum number of business days per month is 23. Therefore if values greater than 22 are entered, the payment will be scheduled on the last business day of each month.
I	M1D1	Payment made every two months. M1=01 for Jan, Mar, May, July, Sept, Nov. M1=02 for Feb, Apr, June, Aug, Oct, Dec. D1=1-31 calendar days eg I-0105 means that payment will occur on the 5th of January, March, May, July, September, November.
Q	M1D1	Payment made every three months. M1=01 for Jan, April, July, October. M1=02 for Feb, May, August, November. M1=03 for March, June, September, December D1=1-31 calendar days eg Q-0211 means that payment will occur on the 11th of February, May, August and November.
S	M1D1	Payment made every six months. M1=01 for Jan and July. M1=02 for Feb and August. M1=03 for March and September. M1=04 for April and October. M1=05 for May and November. M1=06 for June and December. D1=1-31 calendar days eg S-0327 means that payment will occur on the 27th of March and September.
A	M1D1	Payment made annually. M1=month 1-12. D1=dates in month. eg A-0811 means that payment will occur on 11th August.
E	E10D	This is the exception and is used for payments that do not fit any of the above criteria. E1=1-52 (number of weeks between each payment). OD=01 (Sunday) eg E-0305 means payment occurs on Thursday every three weeks.

PERIODICAL PAYMENT

PAYMENT REFERENCE

Provides part of the statement description for debit and credit entries. Insert payment/reference name and/or no. (eg Policy no. M7856129). If T/C 60 is used, show agent no. (min. 10,000) first.

TRANSACTION FEE

Code	Description
S	This code should be used when setting up a periodical payment to another Bank.
R	This code should be used for all Periodical Payments made from one ANZ account to another ANZ account.
E	Exempt from fees payments to Esanda and a General Ledger account will always use this code.

Aux Dom

Code	Description
0071*	Line Fee -Commercial Bill
0077*	Arrangements to Cash Cheques Fee
0093	Lease Duty – show lease number in payment reference
0094	Lease Rental – show lease number in payment reference
0097*	Deed Boxes/Packets
0096*	Guarantee Fees
0098*	Night Safe Fee
0302	Intra bank

*Credit Account must be a General Ledger Account.

Aux Dom codes are the same in CTM as existing codes in TBS.

CREDIT TRANCODE

Code	Description
52	Commonwealth loan interest
53	Pay/Salary
56	Dividend
57	Debenture/Note interest
60*	Agent number specification
80	Passbook deposit
98	Periodic transfer (within ANZ only)
99	General ledger (only G/L account number range)

*When a Credit Trancode of 60 is used, the reference field must contain the relevant agent number which is a 13 digit number >10,000. Credit Trancodes are the same in CTM as existing codes in TBS.

BANK USE ONLY

Prepared by

Telephone

Branch

Date (DD/MM/YYYY)

Recorded by

Checked by