

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')

Please make payments in accordance with details hereon (*delete as applicable)

- *plus bank charges in force from time to time.
- *less bank charges.

I/We understand that ANZ accepts this order on the following conditions:

Although ANZ will endeavour to effect such periodical payments it accepts no responsibility to make the same and accordingly ANZ shall not incur any liability through any refusal or omission to make all or any of the payments or by reason of late payment or by any omission to follow any such instructions.

- This order is subject to any arrangement now subsisting or which may hereafter subsist between me/us and ANZ in relation to my/our account or any banking accommodation afforded to me/us.
- ANZ may in its absolute discretion effect such periodical payments after the due date upon receipt of sufficient moneys in my/our account to enable such payments to be made.
- ANZ may in its absolute discretion conclusively determine the order or priority of payment by it of any moneys pursuant to this or any other order or cheque which I/we have heretofore or may hereafter give to ANZ or draw on my/our account.
- ANZ may at its pleasure terminate this order as to future payments at any time by notice in writing to me/us or without notice at any time after being advised by the payee that no further payment is required.
- This order will remain effective for the protection of ANZ in respect of payments made in good faith notwithstanding my/our death or bankruptcy or the revocation of this order by any other means until notice of my/our death or bankruptcy or of such revocation is received by ANZ.
- ANZ may debit my/our account with a fee for non-payment which may be charged by ANZ from time to time in the event ANZ is unable to effect any such periodical payment(s) on the payment date because insufficient funds are held in my/our account on the payment date to meet such payment(s).

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

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. |

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 | Standard fee for unrelated accounts. This code should be used when setting up a periodical payment to another Bank. |
| R | Standard fee for related accounts. 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. |
| N | Non Standard Fee (note if this code is used then the amount must be input in the 'Fee' field). |

NON-STANDARD PP FEE

Complete only if PP fee code is N (up to \$99.99). Fee is generated.

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

Date (DD/MM/YYYY)

Telephone

Recorded by

Branch

Checked by