



Corporate Online Organisation Third Party Amendment

For accounts and/or services domiciled in Australia only

Handwritten forms will NOT be accepted.

Complete this form each time an Organisation ("Authorised Organisation") requires access to accounts and/or services held in Australia by a third party Organisation ("Third Party Account Holder") and accessed via Westpac Corporate Online ("Corporate Online").

Not enough space, complete a Corporate Online Form Annexure and attach it to this form.

Section 1 – Authorised Organisation Details

This authority will authorise the Authorised Organisation named below (including each of their nominated Administrators and Users) to access the accounts and services listed below or on the attached annexure via Westpac Corporate Online or such other access means as considered appropriate by Westpac ("Corporate Online").

Name of the Organisation that is being granted access to the third parties' accounts and services.

Full Name of Organisation:

Corporate Online CIS Key:

Section 2 – Third Party Account Holder

Name of the Organisation Account Holder that **owns** the accounts and services and which is granting access to their individual Organisation accounts and services via this Authority.

Account Holder:

Section 3 – Details of Account(s) to be granted by this authority.

This Authority will authorise the Authorised Organisation to

- (a) Nominate this Account(s) for billing purposes to which Westpac fees, charges and expenses may be debited:
- (b) Manage the Account(s) statement delivery method (paper or electronic).
- (c) Access the Account(s) below or set out on the attached Corporate Online Annexure Form.

List the details of the Account(s) you are granting access to and tick the type of access granted with this authority. The access granted will be according to the authorisation model of the Authorised Organisation.

Add	Delete	BSB and Account Number If a Term Deposit account, please indicate by placing (TD) after the account number.	Account Description (Maximum 25 characters) This description will be used for displaying the account in Corporate Online. Administrators can amend this description after establishment.	Allow access to view and export balances and transaction information and stop cheques	Allow access to make payments and transfer funds	Currency
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			<input type="checkbox"/>	<input type="checkbox"/>	

Section 4 – Billing Statements

This Authority will authorise the Authorised Organisation to

- (a) Access the Billing Statement(s) below or set out on the attached Corporate Online Annexure Form.

List the details of the Billing Statement(s) you are granting access to.

Add	Delete	Invoice ID	Description	Secondary
<input type="radio"/>	<input type="radio"/>			Yes
<input type="radio"/>	<input type="radio"/>			Yes

Section 5 – Receipt Services

This Authority will authorise the Authorised Organisation to

- (a) Access the Receipt service(s) below or set out on the attached Corporate Online Annexure Form.

List the details of the Receipt service(s) you are granting access to.

Add	Delete	Service ID (Please supply the relevant information for each service as show in columns to the right eg: AUPOS – BSB and Account No.)	AUDER Direct Entry Return Reporting (Specify a 6-digit Direct Entry ID + BSB & Account No.)	AUICD Inward Cheque Dishonours (Specify the BSB & Account No)	AURRP RECall Remittance Processing (Specify a 6-digit RECall ID)	AUCCS Australian Commercial or BusinessChoice Cards (Specify an 8-digit Company ID)
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Section 6 – Merchant Services

This Authority will authorise the Authorised Organisation to

- (a) Manage the Merchant Service(s) statement delivery method (paper or electronic for this account.
 (b) Access the Merchant Service(s) below or set out on the attached Corporate Online Annexure Form.

List the details of the Merchant Service(s) you are granting access to.

Add	Delete	Service ID (Please supply the relevant information for each service as show in columns to the right)	Description (Specify Description)	AUPOS EFTPOS Reporting (Specify an 8-digit Merchant ID + BSB & Account No.)	How do you want to receive your AUPOS statements Only?		AUCHN Merchant Chain Statements (Specify the 9- digit Chain ID)	AUHQR Merchant HQ Statements (Specify the 9-digit Headquarter ID)
					Mail and online	Online Only (default)		
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Section 7 – Payment Services

This Authority will authorise the Authorised Organisation to

(a) Access the Payment Service(s) below or set out on the attached Corporate Online Annexure Form.

List the details of the Payment Service(s) you are granting access to. The access granted will be according to the authorisation model of the Authorised Organisation.

Add	Delete	Service ID (Please supply the relevant information for each service e.g., for AUDES this is the six-digit Direct Entry ID No.)	Payment Service Types (select one)			Delivery Channel for process files (AUDES and AUPPS only)			
			AUCCP Australian Commercial or Business Choice Cards	AUDES Australia Direct Entry Services	AUPPS Australia Payment Processing Service	Submit file		Authorise file	
						Extranet (WIBS/iLink) + Corporate Online	Files submitted via Corporate Online	Files submitted via Extranet/WIBS/iLink to be authorised in COL. (Default is Yes)	
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	Yes	<input type="radio"/> Yes	<input type="radio"/> No

Section 8 – Privacy Statement

All personal information and credit-related information we collect about you is collected, used and disclosed by us in accordance with our Privacy Statement which is available at westpac.com.au/privacy/privacy-statement or by calling us on 132 032. Our Privacy Statement also provides information about how you can access and correct your personal information and make a complaint. You do not have to provide us with any personal information or credit information but, if you don't, we may not be able to process your application or request.

Section 9 - Authorisation & Acknowledgement

Either the Organisation's Administrator(s) OR Executive Officers must complete and sign this section of the form.

I/we acknowledge that I/we are a nominated Administrator for this Organisation and are authorised to request the above changes to the Corporate Online set-up. Any accounts that have been added to the set-up and/or changes have been approved by the Organisation's Executive Officers. Signed for and on behalf of the **Organisation**.

Administrator 1

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text" value="X"/>
Date:	<input type="text" value="X"/>

Administrator 2

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text" value="X"/>
Date:	<input type="text" value="X"/>

OR

I/we request the above changes to be made to the Organisation's Corporate Online set up.

Executive Officer 1

Duly authorised signatory (e.g., Director, Trustee, Partner)

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text" value="X"/>
Date:	<input type="text" value="X"/>

Executive Officer 2

Duly authorised signatory (e.g., Director, Trustee, Partner)

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text" value="X"/>
Date:	<input type="text" value="X"/>

If Third Party services have been nominated above the Third-Party service holder/s need to complete the below.

Section 10 - Third Party Account Holder declaration and authority

It is mandatory for the Executive Officer(s) for the Organisation to read this section.

Name of the Organisation Account Holder that owns the accounts and services and which is granting access to their individual Organisation accounts and services via this Authority.

Account Holder:

It is mandatory for the Executive Officers of the Third Party Account Holder to complete this section.

You (the Account Holder) agree/declare that:

- (a) Westpac Banking Corporation and its related companies (“Westpac”) are authorised to act upon all instructions and requests to effect transactions, and make disclosure to the Authorised Organisation on your Accounts listed above in this Authority through Corporate Online in the manner specified;
- (b) this Authority is in addition to and not in substitution to any other notice provided to Westpac concerning the operations on any Account held by you. Amendments to other authorities that you may have with Westpac now or in the future shall not affect this Authority which is to continue in full force and effect until Westpac receives a written notice of cancellation of this Authority;
- (c) Westpac is authorised to treat any transaction, effected through Corporate Online by the Authorised Organisation, on your Accounts listed in this Authority, as a transaction that is to be undertaken with your Authority without Westpac being required to verify your authority in any case, unless Westpac knows or has reasonable grounds to believe that the transaction has not been authorised;
- (d) Westpac is not required to check the accuracy of any instructions, requests or notifications received or sent through Corporate Online, on your Accounts and that any liability in connection with the operation of the Accounts generally is joint and several, unless Westpac knows or has reasonable grounds to believe that the transaction request or instructions has been sent in error or is fraudulent;
- (e) you release Westpac from all actions, suits, proceedings, claims, costs, and demands that may be made, brought, or incurred by or against Westpac arising from any unauthorised or incorrect instructions or requests to effect transactions via Corporate Online on your Accounts in the manner specified in this Authority, except to the extent that the action, suit, proceeding claim, cost or demand was caused by the fraud, negligence, or wilful misconduct of Westpac,
- (f) the Authorised Organisation (including its Administrators and Users) will comply with the terms and conditions of the Accounts listed in above in this Authority; and
- (g) you are not prevented by law (including the Corporations Act (2001)) from agreeing with this Authority or any transactions contemplated by it.
- (h) authority has been duly given for the Authorised Organisation to appoint the Administrator and Users of the Authorised Organisation as operators of the Accounts and Services and to act in accordance with the terms of this Authority.

Section 11 - Third Party Account Holder declaration and authority

This authority is signed for and on behalf of the Third-Party Account Holder named above as the Third-Party account holder authority of this document.

Executive Officer 1

Duly authorised signatory (e.g., Director, Trustee, Partner)

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	X
Date	X

Executive Officer 2

Duly authorised signatory (e.g., Director, Trustee, Partner)

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	X
Date	X

Once completed and signed please return this form to your Westpac representative.