



# Corporate Online New Organisation / Office Establishment – Pacific

The terms and conditions for Corporate Online are contained in the 'Corporate Online Terms and Conditions' book.

## Section 1 - Organisation Details

Full Name of Organisation:			
Registered Business Address:			
Town/Suburb:			
Country:		State/Province:	

## Section 2 - Selecting Corporate Online Applications

Application	Description
<input checked="" type="checkbox"/> Accounts	Enables you to view and/or export balance and transaction details for all the accounts nominated, stop payment on cheques for applicable accounts and view and/or export monthly billing statements.
<input checked="" type="checkbox"/> Administration	Enables Administrators to act on behalf of the Organisation in respect of all Users and all Accounts, Receipt services, Payment services and Agency services nominated for access through Corporate Online.
<input checked="" type="checkbox"/> Payments	Enables you to make domestic and international payments and payment files using a range of methods within Corporate Online. The range of methods available includes entering a payment transaction manually, using a template or importing a payment file.

## Section 3 - Daily Channel Limit for Payments

Your daily local currency channel limit is the total amount that can be transacted by your Organisation via Corporate Online per calendar day

If you do not nominate an amount the default amount of zero will apply and no payments will be able to be processed.

<input type="radio"/> 100,000	<input type="radio"/> 500,000
<input type="radio"/> 1,000,000	<input type="radio"/> 5,000,000
<input type="radio"/>	

## Section 4 - Accounts to be accessed via Corporate Online

BSB and Account Number	Currency	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 transfer funds and remit funds/ make payments	Does your Organisation own this account? (Default is Yes)
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> No

## Section 5 - Administering your Organisation in Corporate Online

Administration	Authorisation Model
Administration tasks: Includes adding, amending, and deleting part of your Organisation's Corporate Online setup, including Offices, Users, accounts, services, limits, and access.	<input type="radio"/> Single <input type="radio"/> Dual (greater security)
User security tasks Includes password resets, user lock or unlock and enabling tokens.	<input type="radio"/> None <input type="radio"/> Single <input type="radio"/> Dual (greater security)

## Administration User Roles

Will you allow Users to be set up as both creator and authoriser?  Yes  No (default)

**If yes**, will you allow Users set up as both creator and authoriser to self-authorise?  Yes  No (default)

## Dual Authorisation Security Options for Administration

If 'Dual' has been selected as the authorisation model above, the following selected security option applies:

- Both authorisers must be of equal authority (default) For example: Primary authorisers only (also includes Admin level eg: Local Admin Only or Super Admin Only)
- One authoriser must be of a senior level, but the other authoriser can be of either senior or junior level For example: One Primary authoriser plus either another Primary authoriser or a Secondary authoriser
- Authorisers are divided into two categories and one from each category must authorise For example: One Primary authoriser plus one Secondary authoriser only

## Section 6 - Account Features and Authorisation Models

### Feature information

How do you want to refresh intraday transaction information?	<input checked="" type="checkbox"/> Automatically
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### Authorisation Model

What authorisation model do you want to apply to stop cheque requests?  Single (default)  Dual

## User Roles for Accounts

Will you allow Users to both create and authorise stop cheques requests?  Yes  No (default)

**If yes**, will you allow Users to self-authorise stop cheque requests?  Yes  No (default)

## Section 7 - Billing Statements

Invoice Account ID	Invoice Account ID	Invoice Account ID

## Section 8 - Payments Features and Authorisation Models

Payment Features	Description of Feature	Authorisation Model
Beneficiary Payments	Transfer funds	<input type="radio"/> None <input type="radio"/> Single <input type="radio"/> Dual (greater security)
	Existing and new beneficiary payments	<input type="radio"/> Single <input type="radio"/> Dual (greater security)
	Manage beneficiary details	<input type="radio"/> None <input type="radio"/> Single <input type="radio"/> Dual (greater security)
Payment Currencies (Fiji Only)	<input checked="" type="checkbox"/> (initiate payments in a different currency than that of your 'from' account). <input type="checkbox"/> All Payment currencies OR select allowable currencies below <input type="checkbox"/> AUD <input type="checkbox"/> FJD <input type="checkbox"/> INR <input type="checkbox"/> PGK <input type="checkbox"/> TOP <input type="checkbox"/> WST <input type="checkbox"/> CAD <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> SBD <input type="checkbox"/> USD <input type="checkbox"/> XPF <input type="checkbox"/> EUR <input type="checkbox"/> HKD <input type="checkbox"/> NZD <input type="checkbox"/> SGD <input type="checkbox"/> VUV	
Payment Currencies (Papua New Guinea Only)	<input checked="" type="checkbox"/> (initiate payments in a different currency than that of your 'from' account). <input type="checkbox"/> All Payment currencies OR select allowable currencies below <input type="checkbox"/> AUD <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> PHP <input type="checkbox"/> USD <input type="checkbox"/> EUR <input type="checkbox"/> HKD <input type="checkbox"/> NZD <input type="checkbox"/> SBD <input type="checkbox"/> FJD <input type="checkbox"/> INR <input type="checkbox"/> PGK <input type="checkbox"/> SGD	
Payments with files	Manage File templates 'Australian Direct Entry only'	<input type="radio"/> None <input type="radio"/> Single <input type="radio"/> Dual (greater security)
	Import and Create payment files 'Create Payment Files is for Australian Direct Entry only'	<input type="radio"/> Single <input type="radio"/> Dual (greater security)

## User Roles for Payments

Will you allow Users to be set up as both creator and authoriser?  Yes  No (default)

**If yes**, will you allow Users to be set up as both creator and authoriser to self-authorise?  Yes  No (default)

## Dual Authorisation Security Options for Payments

If 'Dual' has been selected as the authorised model, the following selected security option applies:

- Both authorisers must be of equal authority (default) For example: Primary authorisers only
- One authoriser must be of a senior level, but the other authoriser can be of either senior or junior level For example: One Primary authoriser plus either another Primary authoriser or a Secondary authoriser
- Authorisers are divided into two categories and one from each category must authorise For example: One Primary authoriser plus one Secondary authoriser only

## Payment Services

Complete this section if you have payment services you want to be available via Corporate Online.

### Papua New Guinea

### Fiji

<input type="radio"/> Direct Credit (PGDES Service Type)	<input type="radio"/> Direct Credit (FJDES Service Type)
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## Section 9 - Office Details

Preferred Office Name:   
Maximum 35 characters. The Preferred Office Name will appear on all beneficiary payments you initiate from this Office.

## Mailing Address

Mailing Address:	<input type="text"/>		
Town/Suburb:	<input type="text"/>	State:	<input type="text"/>
Country:	<input type="text"/>	Post code:	<input type="text"/>

Welcome letters, Tokens and Passwords are Express Posted to the above mailing address. A PO Box is recommended as your mailing address **(for Australia and New Zealand only)**.

## Billing Account Details

- All billing for Australian dollar charges for this Corporate Online Office will be charged to the nominated Australian dollar billing account
- All billing for New Zealand dollar charges for this Corporate Online Office will be charged to the nominated New Zealand dollar billing account
- All billing for Papua New Guinea Kinas dollar charges for this Corporate Online Office will be charged to the nominated Papua New Guinea Kina billing account
- All billing for Fiji charges for this Corporate Online Office will be charged to the nominated Fiji dollar billing account

## Account Groups for this Office

All accounts selected in the 'Accounts to be accessed via Corporate Online' section will be added to the account group 'Australia Currency'.

Currency	BSB and Account Number	Group Name (maximum 25 characters)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Section 10 – Privacy Statement

### Fiji

All personal information and credit-related information (where applicable) we collect about you is collected, used, and disclosed by us in accordance with our Privacy Statement which is available at <https://www.westpac.com.fj/privacy/> or by calling us on 132 032 or from outside Fiji: (679) 3217 800 or visit us in branch. 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 (where applicable), but if you don't, we may not be able to process your application.

### Papua New Guinea

All personal information and credit-related information (where applicable) we collect about you is collected, used, and disclosed by us in accordance with our Privacy Statement which is available at <https://www.westpac.com.pg/privacy/> or by calling us on (675) 322 0888 or visit us in branch. 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 (where applicable), but if you don't, we may not be able to process your application.

## OTHER ACKNOWLEDGMENTS AND CONSENTS

- We may confirm the details of the information provided in this application which includes contacting your employer.
- Where you have provided information about another individual, you must make them aware of that fact and the contents of the Privacy Statement.

## DEFINITIONS

"We", "our", "us" means Westpac Banking Corporation ABN 33 007 457 141. "Westpac Group" means Westpac Banking Corporation and its related bodies corporate.

## Section 11 - Executive Officers' Authorisation and Acknowledgement

We acknowledge that we have received, read and agree to the general terms and conditions, the terms and conditions contained in the supplementary terms and conditions applicable to Papua New Guinea /or Fiji, plus specific terms and conditions relevant to any online applications above for Westpac Corporate Online. Where a preferred option is required to be selected and a selection has not made, we accept the stated default settings on this form as our chosen option. We declare that the information provided by us in this form, is to the best of our knowledge and belief true and accurate.

If you want to access accounts via Corporate Online that are not owned by your Organisation, the Third Party Account Holder who owns the account must complete a separate **Third Party Access Authority Form** granting you access. This must accompany this form.

Signed for and on behalf of the Organisation.

### Executive Officer 1

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

Name:	
Position:	
Signature:	X
Date	X

### Executive Officer 2

Duly authorised signatory (Director, Partner, Trustee, Company Secretary)

Name:	
Position:	
Signature:	X
Date	X

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