



# Online Banking Application.

Complete this form to register your Organisation for Online Banking.

## 1. Business details.

Business Name/Network Owner

Customer Number

Business Mailing Address

Business Email Address

Business Contact Number

Billing Account Name

Billing Account BSB

Billing Account Number

## Business Telephone Banking.

Business Telephone Banking access has been included in this application. Administrator #1 and Administrator #2 (if nominated) in section 2 will get full access to all existing accounts in Business Telephone Banking.

## 2. Administrator(s) registration.

Administrators will have access to all accounts and be able to manage Online Banking access and permissions via the Administration settings in Online Banking. Administrators of Business Networks will also be able to open everyday, savings or Term Deposit accounts (where these are able to be opened in a Business Network through Online Banking) on behalf of the Network Owner, and grant any User the ability to open such accounts on behalf of the Network Owner.

Note: If you are nominating more than one Administrator, your 'Administrator #1' is the person who will be:

- the nominated contact person and the addressee for all Online Banking correspondence
- the contact person for Business Telephone Banking.

### Administrator #1:

Business telephone banking

Customer number

Full name

Date of birth

Email address

Mobile number

This mobile number will be used to register for Westpac Protect<sup>®</sup> SMS Code

### Administrator #2:

Business telephone banking

Customer number

Full name

Date of birth

Email address

Mobile number

This mobile number will be used to register for Westpac Protect<sup>®</sup> SMS Code

### 3. Authorisation and acknowledgement – Business Network Owner.

**Executive Officer/s of the Network Owner must read and sign this section.**

#### **Administrator Authorisation.**

I/We nominate and authorise the individual(s) nominated as an Administrator, to be an Administrator on my behalf as the Network Owner in respect of all User/s and all accounts accessible through Online Banking and/or Business Telephone Banking. I/We authorise Administrator/s to manage the Network and complete administration tasks as described in the Online Banking Terms and Conditions.

#### **Additional Administrator authorisation.**

I/We also agree that:

- Westpac may accept instructions through Online Banking from any Administrator(s) in the Network to open everyday, savings or Term Deposit accounts for and on behalf of the Network Owner; and
- the Administrators are authorised to grant any User (having the same meaning as in the Online Banking Terms and Conditions)(User), as appointed from time to time, the ability to issue instructions through Online Banking to open everyday, savings or Term Deposit accounts for and on behalf of the Network Owner.

I/We acknowledge and agree that:

- any Administrator, or any User who has been granted the ability to issue instructions in accordance with this authority, may receive disclosures relating to the account, and can accept the terms and conditions of the account, including interest rates and fees and charges, for and on behalf of the Network Owner. Such disclosures and terms and conditions may be communicated to an Administrator or User electronically, including through Online Banking;
- any instruction given or acceptance provided by an Administrator or a User in accordance with this authority does not need to be verified by Westpac, and is issued with the full authority of the Network Owner and will bind the Network Owner as if they had issued the instruction themselves;
- any account opened in accordance with this authority will be automatically added to the Business Network with a default of any one to operate. Withdrawals on an account will not be able to be effected through a Branch or other physical channel until such time as the Network Owner establishes an Account Operating Authority with Westpac for the specific account;
- this authority is in addition to any other authority that the Network Owner has provided to Westpac to open or operate accounts and that it does not alter or replace any such authority;
- this authority will continue in full force and effect until Westpac receives a written notice from the Network Owner of removal of the Administrators, and any Users granted the ability to open accounts pursuant to this authority, from the Business Network;
- acknowledges and agrees that Westpac reserves the right to cancel this authority at any time and for any reason without notice;
- any account opened in accordance with this authority will be opened in the name of the Network Owner and in no other capacity, notwithstanding any existing relationship the Network Owner may have with Westpac.

I/We indemnify Westpac against any claims, losses, damages or costs suffered or incurred by Westpac as a result of Westpac acting in accordance with this Authority, including but not limited to any claims for breaches of privacy or confidentiality, or fraud caused, or contributed to, by an Administrator or User. This indemnity survives cancellation of this authority.

I/We represent and warrant all things necessary, including obtaining any approvals or corporate authorisations, to enter into this authority and the transactions it contemplates have been done.

I/We undertake to advise you as soon as practicable should the authorisation I nomination of Administrator be revoked or the individual cease to be an employee of the organisation.

#### **Acknowledgement.**

To view, print or save a copy of the Terms and Conditions for Online Banking visit [westpac.com.au](http://westpac.com.au).

**Online Banking:** I acknowledge that the first access and use of Online Banking by any authorised Administrator or User will be taken to be my acceptance to agree to be bound by the Online Banking Terms and Conditions. To view, print or save a copy of the Terms and conditions visit [westpac.com.au](http://westpac.com.au).

I/We declare that the information that has been provided in this form is to the best of our knowledge and belief true and accurate.

**Business Network Owner/Executive officer #1** (e.g. Sole Trader, Director, Company Secretary, Trustee, Partner):

Name	<input type="text"/>	Personal 8 Digit Customer number	<input type="text"/>
Position	<input type="text"/>		
Signature	<input type="text" value="X"/>	Date	<input type="text" value="/ /"/>

**Business Network Owner/Executive officer #2**

Name	<input type="text"/>	Personal 8 Digit Customer number	<input type="text"/>
Position	<input type="text"/>		
Signature	<input type="text" value="X"/>	Date	<input type="text" value="/ /"/>

**Business Network Owner/Executive officer #3**

Name	<input type="text"/>	Personal 8 Digit Customer number	<input type="text"/>
Position	<input type="text"/>		
Signature	<input type="text" value="X"/>	Date	<input type="text" value="/ /"/>

**Business Network Owner/Executive officer #4**

Name	<input type="text"/>	Personal 8 Digit Customer number	<input type="text"/>
Position	<input type="text"/>		
Signature	<input type="text" value="X"/>	Date	<input type="text" value="/ /"/>

Note: if you require additional space for more signatories, copy a blank version of this page and attach it to the end of this form.


**Please return all forms relating to your request via email to [registeronlinebanking@westpac.com.au](mailto:registeronlinebanking@westpac.com.au), or to a Westpac branch or your Relationship Manager.**

**Westpac use only.**

**Westpac checklist.**

- Has the customer completed and signed all the required sections of this form?
- Have you completed all fields in the 'Verified and Approved' section below?
- Have you placed your branch stamp in the 'Verified and Approved' section below?

**The signature(s) of the Executive Officer(s) must be verified to paperwork.**

Name	Salary number	BSB
<input type="text"/>	<input type="text"/>	<input type="text"/>
Signature	Date	
<input type="text" value="X"/>	<input type="text" value="/ /"/>	

Once you have signed this section, process the online application and once the application is submitted successfully, file the form in the Network Owner's file.

**Important Note:** This document is a permanent customer record and must be retained for the period stated in the Records Management policy.