



# Westpac Institutional Bank Notice of Authority (specific account) – Commonwealth Government

Date

/ /

**Before this form is completed, please read the section titled 'Privacy Statement'.**

This authority is only to be completed when a Westpac Institutional Bank Notice of Authority – Government is already held and the organisation requires a different method of operation to apply to a specific account.

## Customer Name

Customer name (provide the full name of the Government organisation and ABN, if applicable).

## Account Designator

Account Designator (insert customer's name, then add specific indicator eg No 1 account/Petty Cash Account)

BSB

Account number

## Authorisation to the Bank

The person(s) whose name(s) and specimen signature(s) appear in the Section Details of Persons **Authorised** are authorised to act on behalf of the Customer, pursuant to the

(insert name of organisation's enabling legislation, delegation details or other document from where the power to open account(s) and delegate authority is derived):

1. To draw cheques and other instruments on the account, if permitted by you.
2. To overdraw the account to the extent permitted by you.
3. To instruct you to transfer the account between branches.
4. To instruct you to close the account.
5. Unless this authority relates to a term or other deposit, to authorise you to make periodical payments or direct debits to the account and debit the account with any charges or costs relating to such payments.
6. If this authority relates to a term or other deposit:
  - to place money on deposit;
  - to receive payment of deposit moneys and interest;
  - to give you instructions in relation to the deposit, including instructions on the payment (whether at maturity or otherwise) or renewal of that deposit;
7. To make enquiries, to give instructions and generally to request and receive information in relation to the account.
  - missing documents;
  - guarantees or undertakings given or to be given by you in favour, or on behalf of, or at the request of the Customer;
  - letters of credit issued or to be issued by you on behalf of, or at the request of the Customer or in favour of any of its officers or agents.

## Privacy Statement (for individuals whose personal information may be collected – in this clause referred to as “you”)

All personal information and credit-related information (if applicable) 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](http://westpac.com.au/privacy/privacy-statement) or by calling us through your relationship manager or Westpac representative. 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 (if applicable) but, if you don't, we may not be able to process an application or a request for a product or service.

Where individuals engage with us in relation to products and services for our business, corporate or institutional customers (for example, as representative, administrator, director, corporate officer, signatory, beneficiary or shareholder of one of our customers) our Privacy Statement will be relevant to those individuals where we collect and handle their personal information. For example, where we collect their personal information to verify their identity or collect their signature as a signatory on a corporate account.

## Details of Persons Authorised

Provide the following details of persons authorised to act under the authorisation:

The Persons Authorised, by signing this form, confirm and agree that:

- they must be fully identified by Westpac (and not by a Verifying Officer) for the purposes of this authority before acting under the authorisation and that Westpac may decide to accept or decline an authorisation for reasons associated with its obligations under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (the AML law) without being required to give reasons; and
- they are aware that it is an offence under the AML law to knowingly provide false or misleading information or knowingly produce a false or misleading document and that penalties for that offence can include imprisonment for up to 10 years.

Given name	Middle name (if applicable)	Surname
Residential address		8 Digit Customer No. (if applicable)
Date of Birth / /	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	Specimen signature
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Given name	Middle name (if applicable)	Surname
Residential address		8 Digit Customer No. (if applicable)
Date of Birth / /	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	Specimen signature
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Details of Persons Authorised (continued)

Given name	Middle name (if applicable)	Surname
Residential address		8 Digit Customer No (if applicable)
Date of Birth / /	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ➤ If 'YES', provide name(s)	Specimen signature
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Given name	Middle name (if applicable)	Surname
Residential address		8 Digit Customer No (if applicable)
Date of Birth / /	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ➤ If 'YES', provide name(s)	Specimen signature
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Given name	Middle name (if applicable)	Surname
Residential address		8 Digit Customer No (if applicable)
Date of Birth / /	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ➤ If 'YES', provide name(s)	Specimen signature
Office held	WBC IDV. (Bank Use)	

Please sign within the box

• If more signatures are required, complete the 'Annexure 'A' to Notice of Authority-ACT Territory Authority' form

• Attach 'Annexure 'A' to Notice of Authority – ACT Territory Authority' to this form once it has been completed with details of all authorised persons

Is 'Annexure 'A' required?..... ☐ Yes ☐ No

## Endorsement

Under the same authorisation, authority was given to any one of the persons whose name and specimen signature appears in the section Details of Persons Authorised to endorse cheques and other instruments payable to or to the order of the Customer and lodged for the credit of the account.

## Joint/Several Authorisation

If more than one person has been authorised, they will act in the following manner (select ✓ one option)

Any two (2) of the persons authorised to sign jointly

- ☐ Any two jointly
- ☐ Joint authorisation (all persons authorised must act and sign together)
- ☐ Severally (each person authorised acts or signs alone)

## Authority Agreement

This authority will continue until the branch where the **account is kept receives a written notice in a form satisfactory to the Bank from the**

(insert official designation of the Customer's person(s) properly authorised to close account(s)) of the Customer that the authority has been cancelled.

**This authority cancels any previous authority the Customer has given to you regarding the persons authorised to act except in relation to:**

- **instruments dated before the date of this authority and presented for payment after you receive this authority, and**
- **any act done under the previous authority.**

The Customer will write to you immediately there is any change to the Customer's establishing legislation/ instrument of delegation which affects its ability to conduct its account(s) with the Bank in the above manner.

### In this authority:

- account includes a term or other deposit.
- 'you' and 'your' means the Bank.
- 'Customer' refers to the ACT Territory Authority named above as the Customer.
- 'letters of credit' includes the documentary letters of credit and stand-by letters of credit.
- 'property' includes bills of exchange, promissory notes, drafts and any other documents or property of any kind.
- 'instruments' means cheques, drafts, bills of exchange, promissory notes and other instruments.
- the singular includes the plural and vice versa.

Authority Execution

The

(insert official designation of Customer's person(s) properly authorised to open the account, delegate authority and provide this authority to the Bank) confirms that all authorisations required for the opening of the account and for the Persons Authorised to act in accordance with the terms of this authority are held.

This authority is signed for and on behalf of the Customer:

By (Signature)

X

Given name(s)

Surname

Official Designation  
(eg. Director, Company Secretary or equivalent)

Date

/ /

By (Signature)

X

Given name(s)

Surname

Official Designation  
(eg. Director, Company Secretary or equivalent)

Date

/ /

**Note:** It is an offence under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* to give false or misleading information or documents.

Bank Use Only

Received by

Date

/ /

Authorised by

Checked by