

# 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 organisation, 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.

## Privacy Statement

### Personal information

In order to process this form for a product or service for you or the organisation of which you are a representative or signatory, or to provide or manage the provision of that product or service, we may collect personal information about you from you or that organisation. We may also use your personal information to comply with legislative or regulatory requirements in any jurisdiction, prevent fraud, crime or other activity that may cause harm in relation to our products or services and help us run our business.

If you do not provide all the information we request, we may need to reject this form or we may no longer be able to provide that product or service.

We may disclose your personal information to other members of the Westpac Group, anyone we engage to do something on our behalf, and other parties that assist us with our business.

We may disclose your personal information to an entity which is located outside Australia. Details of the countries where the overseas recipients are likely to be located are in our privacy policy.

As a provider of financial services, we have obligations to disclose some personal information to government agencies and regulators in Australia, and in some cases offshore. We are not able to ensure that foreign government agencies or regulators will comply with Australian privacy laws, although they may have their own privacy laws. By using our products or services, you consent to these disclosures.

We are required or authorised to collect personal information from you by certain laws. Details of these laws are in our privacy policy.

Our privacy policy is available at [westpac.com.au](http://westpac.com.au) or by calling 132 032. It covers:

- how you can access the personal information we hold about you and ask for it to be corrected;
- how you may complain about a breach of the Australian Privacy Principles or a registered privacy code and how we will deal with your complaint; and
- how we collect, hold, use and disclose your personal information in more detail.

We will update our privacy policy from time to time.

**Other acknowledgements and consents**

We may confirm the details of the information provided in this form.

Where you have provided information about another individual, you must make them aware of that fact and the contents of the Privacy Statement.

**Definitions in this Privacy Statement**

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

**Details of Persons Authorised**

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

Given name	Middle name <i>(if applicable)</i>	Surname
Residential address <i>(optional)</i>		<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="width: 45%;">8 Digit Customer No. <i>(if applicable)</i></div> <div style="width: 45%;">Specimen signature</div> </div>
Date of Birth <i>(optional)</i>	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Given name	Middle name <i>(if applicable)</i>	Surname
Residential address <i>(optional)</i>		<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="width: 45%;">8 Digit Customer No. <i>(if applicable)</i></div> <div style="width: 45%;">Specimen signature</div> </div>
Date of Birth <i>(optional)</i>	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	
Office held	WBC IDV. (Bank Use)	

Please sign within the box

Given name	Middle name <i>(if applicable)</i>	Surname
Residential address <i>(optional)</i>		<div style="display: flex; justify-content: space-between; width: 100%;"> <div style="width: 45%;">8 Digit Customer No. <i>(if applicable)</i></div> <div style="width: 45%;">Specimen signature</div> </div>
Date of Birth <i>(optional)</i>	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	
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Date of Birth <i>(optional)</i>	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	
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Date of Birth <i>(optional)</i>	Is the signatory known by any other name(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No ► If 'YES', provide name(s)	
Office held	WBC IDV. (Bank Use)	

Please sign within the box

- If more signatures are required, complete the 'Annexure 'A' to Notice of Authority (specific account) – Government' form
- Attach 'Annexure 'A' to Notice of Authority (specific account) – Government' to this form once it has been completed with details of all authorised persons

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

## Endorsement

By the same authorisation, authority was give 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 organisation and lodged for the credit of any account of the organisation.

## Joint/Several Authorisation

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

- 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 bank, receives a written notice in a form satisfactory to the Bank from the

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

**This authority cancels any previous authority the organisation has given to you regarding the operations on the account 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 organisation will write to you immediately there is any change to the organisation's enabling legislation/ instrument of delegation which affects its ability to conduct this account with the Bank in the above manner.

The organisation undertakes to provide the Bank, upon request from the Bank, with copies of its enabling legislation, instrument of delegation or other document empowering the opening of this account and authorising the signatory/ies to act.

**In this authority:**

- account includes a term or other deposit.
- 'you ' and 'your ' means the Bank.
- 'organisation 'refers to the Government department, Agency, Statutory Authority, Commission or other Government instrumentality named above as the Customer.
- 'instruments ' means cheques, drafts, bills of exchange, promissory notes and other instruments.

## Authority Execution

The

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

This authority is signed for and on behalf of

Name of organisation

By (Signature)

Given name

Surname

Official Designation (Authorised representative or delegate)

By (Signature)

Given name

Surname

Official Designation (Authorised representative or delegate)

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

## Certificate of Identification of Persons Authorised

I certify that I am satisfied that all the person(s) authorised in this authority is/are authorised by *(insert organisation name)*

to be a signatory/signatories in respect of this account of the organisation,

Signature of Verifying Officer

Given name

Surname

8 Digit Customer No.

WBC IDV. Bank Use

**Please note:** Only complete this certificate if the organisation has previously nominated in writing a verifying officer to the Bank and that verifying officer has already been identified to Westpacs Customer Identification Standards or is an existing customer of, the Bank. If the organisation does not have an existing nominated and identified verifying officer and would like to nominate one, please contact your Bank Representative for a 'Verifying Officer Nomination Form'.

## Bank Use Only

Received by

Date

Authorised by

Date