



# Merchant Application Form – Institutional Customers Only.

Before completing this form, please refer to Section 10 ‘Declaration and Privacy Consent’.

Please select a reason for this facility from the following:

- New to Credit Cards – currently does not have a merchant facility **(with Westpac or any other provider)** and now requires one for the business.
- Change of Ownership – has taken over ownership of a business which has a current merchant facility with Westpac.
- Transfer from another Bank – has a merchant facility with another Bank and would now like to transfer to Westpac.
- Additional Outlet – has opened up another store/franchise and requires a merchant facility for the new outlet, or is establishing a different merchant solution requiring a new merchant facility ID.
- Debit Card Only – requires the ability to accept Debits Cards only for the business **(We do not accept Credit Cards)**. A new merchant facility ID will be created.
- \*Additional Terminal – requires an additional terminal (same as existing terminal) for our current store/franchise.
- \*Additional Product – requires an additional terminal (different terminal type) for our current store/franchise. A new merchant facility ID will be created.
- \*Change of terminal with ‘pick-up’ – a current Bank-owned terminal is being swapped over to another Bank-owned terminal type. A new merchant facility ID will be created.
- \*Change of terminal with ‘no pick-up’ – a current non Bank-owned terminal is being swapped over to a Bank-owned terminal type. A new merchant facility ID will be created.

Current Merchant ID (Required for Existing Customers only)

Current Terminal ID (Required for Existing Customers only)

\* If you have selected this reason, you are only required to complete Sections 1, 5, 6 and 10 and this form can be signed by two authorised signatories.

## Section 1 Merchant Details.

Trading Name (max 21 characters)

Legal Entity Name

ABN/ACN

## Section 2 Address Details.

Trading Address (eg. for an EFTPOS terminal – where the terminal is located)

Street		
Suburb	State	Postcode

Mailing Name

Mailing Address (if different to trading address)

Street		
Suburb	State	Postcode

Telephone

Fax

Email

Business URL (for online facility requests only)

**Section 3 Contact Details.**

**First Contact**

Title (e.g. Mr, Mrs)    Given Name(s)    Surname

      

Position/Title    Telephone

   (    )

Email

**Second Contact** (please complete if required)

Title (e.g. Mr, Mrs)    Given Name(s)    Surname

      

Position/Title    Telephone

   (    )

Email

**Section 4 Account Details.**

**Account Details** – for settlements, billing and processing chargebacks

Settlement Account Name	BSB	Account Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
*Billing Account Name	BSB	Account Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
*Chargeback Account Name	BSB	Account Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

\*Please complete if different to settlement account.

Direct Debit Request – Please complete the DDR form if your billing or chargeback account is not a Westpac GROUP account.

For any Presto Smart products, a WBG settlement account must be nominated.

**Section 5 Facility Details** (Please complete Section A or B).

**A. Card Present Facilities**

Do you require this terminal(s) for a short period? (up to 3 months only) e.g. for Peak Christmas trading, Ski season, Easter etc

Yes     No

If additional terminals are required at another location to that listed in Section 2, please complete a separate Merchant Application form.

Standalone	Quantity Required
<input type="checkbox"/> EFTPOS 1	

**Section 5 Facility Details.** (Please complete Section A or B) Continued.

Integrated	Quantity Required
<input type="checkbox"/> EFTPOS 1i POS Vendor <input type="text"/>	
<input type="checkbox"/> Quest QT720^ POS Vendor <input type="text"/>	
<input type="checkbox"/> Axis^ POS Vendor <input type="text"/>	
<input type="checkbox"/> Presto Smart VX690 POS Vendor <input type="text"/>	
<input type="checkbox"/> Presto Smart e355 POS Vendor <input type="text"/>	
Unattended	Quantity Required
<input type="checkbox"/> Unattended <ul style="list-style-type: none"> <li><input type="checkbox"/> ADVAM unattended via Verifone POINT gateway</li> <li><input type="checkbox"/> DUNCAN Solutions</li> <li><input type="checkbox"/> Windcave</li> <li><input type="checkbox"/> Quest UT430</li> </ul> <input type="checkbox"/> Unattended Donation Solutions <ul style="list-style-type: none"> <li><input type="checkbox"/> Quest Donation Point Kiosk</li> <li><input type="checkbox"/> Quest Donation Point Tap</li> </ul>	

^Please note that the merchant is responsible for all costs that may apply, or are associated with the loading of Westpac software where the terminal is owned by the merchant. Please refer to your Terminal Vendor for further information.

**Section 5 Facility Details.** (Please complete Section A or B) Continued.

Installation Details: Must be completed for PC – EFTPOS Bank-owned and Presto Smart products only

**Westpac Installation Required**

No ➤ continue to 'Delivery Only' section  Yes ➤ Equipment will be installed by a technician

IT contact for installation – please note that this terminal request cannot progress without your IT contact details.  
(The merchant is responsible for ensuring IT contact is available for installation.)

Name	Contact Number
<input type="text"/>	( <input type="text"/> ) <input type="text"/>

**Delivery Only**

All terminals will be delivered to the site trading address unless an alternative address is specified.  
(The merchant is responsible for coordinating the installation of the terminals.)

Alternative Delivery Address (if applicable)

Street		
Suburb	State	Postcode

Other	Quantity Required
<input type="checkbox"/> EFTPOS Multi-Merchant Primary	
<input type="checkbox"/> EFTPOS Multi-Merchant Subsequent	

**Additional Functionality** – tick if required

Cash-out  Pre-Authorisation  Void (excludes EFTPOS 1 and Presto Smart)  
 Purchase with Tip  Refund  Surcharge (excludes EFTPOS 1i)

**Communications type** – please select the type of communication this facility will be connected to

GPRS/3G  IP/Broadband

**B. Card Not Present Facilities** (online)

<input type="checkbox"/> PayWay
<input type="checkbox"/> Quickstream
<input type="checkbox"/> Third Party Internet Gateway ➤ Name of Gateway



## Section 9 User Privacy Notice.

### Personal information.

We collect personal information from you to process this Merchant Application form, provide you with your product or service, and manage your product or service. We may also use your 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 Merchant Application form.

We may disclose your personal information to other members of the Westpac Group, anyone we engage to do something on our behalf, and other organisations 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;
- how we collect, hold, use and disclose your personal information in more detail.

We will update our privacy policy from time to time.

We will use or disclose your personal information to contact you or send you information about other products and services offered by the Westpac Group or its preferred suppliers. Please call 132 032 or visit any of our branches if you do not wish to receive marketing communications from us.

### Other acknowledgements 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 Notice.

### 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 10 Declaration and Privacy Consent.**

- I acknowledge, if applicable, that by signing this declaration, I represent and warrant to you that I am authorised by the company or organisation named under “Merchant Details” above (**“the Applicant”**) to do so.
- I understand that Westpac may require me, the applicant to provide specific documentation in order to assess this application and that the information in this application is true and correct and I authorise you to verify the information.
- I acknowledge that, if I, the applicant is advised of approval, I the applicant will be sent a copy of the Merchant Terms and Conditions, and that I the Applicant will become legally bound by these by commencing to process transactions through the facility. You can also view a copy of the Merchant Terms and Conditions available at [westpac.com.au/merchant-terms](http://westpac.com.au/merchant-terms)
- I agree that Westpac can debit/credit the nominated accounts in this application with fees and charges which will be confirmed to me.
- I the person(s) signing that application, acknowledge that I have heard or viewed on Westpac’s website or received and understood Westpac’s Privacy Policy and I consent to the collection, use and disclosure of personal information and merchant information in accordance with the Privacy Policy. Where I have provided information about another individual, I declare that the individual has been made aware of that fact and the contents of Westpac’s Privacy Policy.

**Signature Section:**

If signed on behalf of a Company, this form is to be signed by two (2) Directors or by one (1) Director and the Company Secretary. If signed on behalf of all other types of organisations, the equivalent officers/representatives of the organisation must sign. In all cases, other than a company, evidence of authority to sign on behalf of the organisation must be provided to Westpac, if not already held.

Signed for and on behalf of (insert name of business/organisation applicant)

Name in full

Signature

Date

Official Designation (e.g. Director, Company Secretary or equivalent)

Name in full

Signature

Date

Official Designation (e.g. Director, Company Secretary or equivalent)