

Application for an Electronic Value Card ('EVC') Facility

Before this form is completed, please read the section titled 'Acknowledgments and Consents'.

Product Selection

Please select ONE program only

Reloadable Programs

- Prepaid Business Expense Card (maximum value load \$999, cash access)
- Prepaid Business Expense Card (maximum value load \$4,999, no cash access)
- Commercial Reload Low-value Card (maximum value load \$999, with cash access) – Government only
- Commercial Prepaid Card (maximum value load \$4,999, with cash access. Cardholder identification mandatory) – Government only
- Non-standard

Single Load Programs

- Corporate Gift Card (maximum value load \$999, no cash access)
- Single Load with Cash (maximum value load \$999, cash access, captures person records) – Government only
- Non-standard

Section 1 Customer Details

Note: This is to establish the Parent Organisation (i.e. Head Office). If additional customer sites are required (i.e. branches/ regions) please complete the form, 'New Client/Branch Setup Form (part 2)'.

Full Name of organisation ABN/ ACN/ ARBN

Registered Address of organisation

Street		
Suburb	State	Postcode

Mailing Address of organisation for delivery of card inventory

Street		
Suburb	State	Postcode

Contact Name

Phone Number Fax Number Email Address

Section 2 User Access (Filtering of Internet Protocol (IP) Addresses)

To enable your users to access the internet applications of **CardWiz & XNET (Application Security)**, the IP address(es) of any computers which your users will use to access those applications will need to be filtered.

Guidelines for IP Address filtering:

- Please only provide the Static External IP address/range that will be used to access the site(s)
- IP addresses that fall in the below ranges are Internal and **cannot** be filtered:
10.x.x.x
172.16.x.x – 172.31.x.x (Anything 172.15.x.x and below or 172.32.x.x and above are valid)
192.168.x.x (anything 192.167.x.x and below or 192.169.x.x and above are valid)
- Please verify the accuracy of your IP addresses with your Network Administrator prior to submitting details on this application form. Incomplete or missing IP addresses will delay the setup process and could prevent access to the applications.
- If the IP addresses change, it is important to advise your Customer Manager in order to delete the old IP addresses and to add the new IP addresses.

IP Address Range

Enter range of IP addresses requiring access to applications:

From IP address

to IP address

OR

Enter specific IP address(es) requiring access to applications:

Specific IP Address

Enter specific IP address(es) requiring access to applications:

Section 3 Inventory Management Request

Complete this section to order the initial card inventory for the Parent customer site. If cards are required for additional customer sites, please complete an 'Inventory Management Request Form' (PC2000).

Card Inventory Order

Number of cards to be ordered (*initial order*)

Card Plastic Design

Choose ONE card plastic design required for your EVC program

Generic Westpac Card plastic

Unique Customer-branded plastic

➤ Package name:

Thermal logo

➤ Package name:

Automatic Card Inventory Reorders

Yes (*complete the reorder level and quantity boxes below*)

No

Cards reorder level

Cards reorder quantity

Note: Once card inventory falls below the 'Cards reorder level', a file will be automatically triggered to produce additional cards from the 'Cards reorder quantity', and mailed to the customer site address.

If card reorders are not set, the customer will be required to complete an 'Inventory Management Request Form' (PC2000) and submit to the Bank to request a manual order of any additional cards after this initial order.

Section 4 Administrator User ID Setup

Please complete this section to nominate your Administrators who will access the websites of XNET and Secure Reports.

XNET (Application Security) – This website is used to create and maintain the Organisation’s CardWiz users, and apply security profiles.

Secure Report (PDS) – This website is used to view or download daily and monthly* CSV reports.

User ID: Must be a minimum of eight and maximum of 15 characters. Must be unique to XNET (Application Security) and Secure Reports (PDS), and they should be alpha-numeric. (e.g. XNET (Application Security) = **SmithJ1**, Secure Reports (PDS) = **SmithJ2**).

Identification: Each nominated Administrator must be identified according to AML/CTF requirements.

Security Level	Administrators’ First and Last Name(s)	Administrator User Email Address	User ID	Managers’ First and Last Name(s)
<input type="checkbox"/> XNET (Application Security)				
<input type="checkbox"/> XNET (Application Security)				
<input type="checkbox"/> XNET (Application Security)				
<input type="checkbox"/> XNET (Application Security)				

Security Level	Administrators’ First and Last Name(s)	Administrator User Email Address	User ID	Managers’ First and Last Name(s)
<input type="checkbox"/> Secure Reports (PDS)				
<input type="checkbox"/> Secure Reports (PDS)				
<input type="checkbox"/> Secure Reports (PDS)				
<input type="checkbox"/> Secure Reports (PDS)				

Note: If there are more Administrators’ names, please complete an additional page.

Section 4a Administrator Signature(s) and Identification

Administrators’ First and Last Name(s)	Administrator Signature	Westpac Implementation Manager Use Only	
		Westpac IDV No.	Westpac CIS Key
	X		
	X		
	X		
	X		
	X		
	X		
	X		
	X		
	X		
	X		

Section 5 Acknowledgments and Consents

PRIVACY STATEMENT

Personal information

We collect personal information from you to process your application, 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. We may also use your information to tell you about products or services we think may interest you.

If you do not provide all the information we request, we may need to reject your application or we may no longer be able to provide a product or service to you.

We may disclose your personal information to other members of the Westpac Group, anyone we engage to do something on our behalf, rewards program administrators 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 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.

Other acknowledgments and consents

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.

Signed for and on behalf of (insert name of organisation):

Name in full

Name in full

Title (e.g. Director)

Title (e.g. Director)

by (signature)

by (signature)

Date

Date

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

Section 6 Direct Debit Request

This Direct Debit Request (DDR) provides Westpac with the authority to automatically withdraw the daily net value load amount from the nominated account for the Electronic Value Card facility, using the Bulk Electronic Clearing System.

Account Details (Nominated Bank Account)

Name and Address of Financial Institution at which your account is held

(Note: Westpac recommends that the nominated account be a Westpac Bank account)

Account BSB and Number

Account Name

Complete a separate 'Direct Debit Request' form (PC1978) for each additional nominated value load account.

Note: There can only be one nominated value load account per customer site.

Fees and charges account

Nominate your account for processing of the monthly fees for your EVC facility.

Account BSB and Number

Account Name

Authority

I/We (the Applicant) authorise and request Westpac Banking Corporation (User ID 390443) to debit my/our account described under 'Account Details' above with the daily net value load amounts of the EVC facility through the Bulk Electronic Clearing System.

I/ We accept the Direct Debit Request Service Agreement. I/We agree that where the nominated Bank Account is not a Westpac account, Westpac may request the Applicant to provide further documentation or security.

Name

Title (if applicable, e.g. Director/Secretary)

Signature

Date

Name

Title (if applicable, e.g. Director/ Secretary)

Signature

Date

Section 6a Direct Debit Request Service Agreement

This Direct Debit Request ('DDR') Service Agreement is issued by Westpac Banking Corporation ('the Bank').

Our commitment to you

- The Bank will give you at least 14 days notice in writing of any changes to the terms of the drawing arrangements.
- The Bank will keep information relating to your nominated Financial Institution account (the 'nominated account') confidential, except where required for purposes of conducting direct debits with your Financial Institution or in connection with claims made on us relating to an alleged incorrect debit.
- Where the due date is not a business day the Bank will draw from your nominated Financial Institution account on the next business day.

Your commitment to us

It is your responsibility to:

- Ensure your nominated account can accept direct debits. If you are uncertain about this please check with the Financial Institution where your account is held.
- Check your nominated account details against a recent statement before completing the Direct Debit Request.
- Ensure that there are sufficient clear funds available in the nominated account to meet each drawing on the due date.
- Advise immediately, if the nominated account is transferred or closed, or your account details change.
- Arrange a suitable payment method if the drawing arrangements are cancelled for any reason.
- Ensure that all authorised signatories for the nominated account sign the Direct Debit Request.

Can you change the direct debit repayment 'Arrangements'?

Subject to the terms and conditions of your nominated account and the Electronic Value Card Product Agreement, you may alter the drawing arrangements. Such advice should be received by us in writing at least seven business days prior to the drawing date for any of the following:

- Changing your nominated account
- Deferring your drawing
- Altering a Direct Debit Request
- Cancelling the drawings completely – you must either provide an alternative nominated account for future drawings or cancel your facility. You may also stop an individual payment or cancel your Direct Debit Request by contacting the Financial Institution where your nominated account is held.

Other information

- The details of your drawing arrangements are contained in the Direct Debit Request.
- The Bank reserves the right to cancel the drawing arrangements if three consecutive drawings are dishonoured by your financial institution, and to arrange with you an alternative payment method.
- Please refer to the terms and conditions of your nominated account to see whether dishonour fees apply. The Bank will not charge any additional dishonour fees.
- If the due date for a drawing from your nominated account falls on a weekend or national public holiday, we will automatically debit your nominated account on the next business day. If you are uncertain as to when a debit will be processed from your nominated account, please check with the financial institution where your account is held.

Westpac Only Use Section

This section is to be verified and approved by the Westpac Implementation Manager

EVC Facility ID (6-digit ID)

Verified and approved by:

Name

Position

Salary Number

BSB

Phone Number

Signature

Date