

Corporate Online payment recipient email template

This email template can be used to assist with informing payment recipients of changes to the remitter name provided with your immediate & same day RTGS and international payments.

Please note:

- Refer to the message issued in Corporate Online for the <effective date>
- The <Westpac Account Name(s)> can be found by viewing the account statements in Corporate Online.

Email template

Subject: **Important: the remitter name you may use to identify our payments is changing from <effective date>**

Hello,

This is to let you know about a change to the payments you receive from us.

From <effective date>, the remitter name for these payments will update to the name below. This may be different from the name you currently see and may impact your payment matching and reconciliation processes. Please note the remitter name shown in your bank statements depends on your bank's processes.

- <insert Westpac Account Name/s>

The change is being made by our financial institution and aligns with global payments industry standards.

Please advise if you believe there will be other impacts from this update and get in touch if you'd like further information.

<Client signoff>