

Corporate Online Organisation Amendment Form

Form needs to be completed to add / amend or delete an Australia domiciled Account / Services or the amendment of Daily Channel Limit.

Handwritten forms will NOT be accepted.

Organisation Details

Full Name of Organisation:

Corporate Online CIS Key:

Daily Channel Limit for Payments

Your daily Australia dollar channel limit is the total amount that can be transacted by your Organisation via Corporate Online per calendar day

If you do not nominate an amount the default amount of zero will apply and no payments will be able to be processed.

- | | |
|-----------------------------------|-----------------------------------|
| <input type="radio"/> \$100,000 | <input type="radio"/> \$500,000 |
| <input type="radio"/> \$1,000,000 | <input type="radio"/> \$5,000,000 |
| <input type="radio"/> \$ | |

Adding or Deleting Accounts to be accessed via Corporate Online.

Add	Delete	BSB and Account Number	Account Description (maximum 25 characters)	Does your Organisation own this account?	Allow access to view and export balances and transaction information and stop cheques	Allow access to transfer funds and remit funds/ make payments	Currency
<input type="radio"/>	<input type="radio"/>		<i>This description will be used for displaying the account in Corporate Online. Administrators can amend this description after establishment.</i>	Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="radio"/>	<input type="radio"/>			Yes	<input type="checkbox"/>	<input type="checkbox"/>	

Trade Finance Agreement for Payments

Add	Delete	Master Agreement Date	Add	Delete	Master Agreement Date
<input type="radio"/>	<input type="radio"/>	/ /	<input type="radio"/>	<input type="radio"/>	/ /

Adding or Deleting Billing Statements

Add	Delete	Invoice ID	Description	Add	Delete	Invoice ID	Description
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>		

Adding or Deleting Receipt Services

Add	Delete	Service ID <small>(Please supply the relevant information for each service as show in columns to the right eg: AUPOS – BSB and Account No.)</small>	Description <small>(Specify Description for EFTPOS Reporting)</small>	AUDER <small>Direct Entry Return Reporting (Specify a 6-digit Direct Entry ID + BSB & Account No.)</small>	AUICD <small>Inward Cheque Dishonours (Specify the BSB & Account No.)</small>	AUPOS <small>EFTPOS Reporting (Specify an 8-digit Merchant ID + BSB & Account No.)</small>	AURRP <small>RECall Remittance Processing (Specify a 6-digit RECall ID)</small>	AUCCS <small>Australian Commercial Cards (Specify an 8-digit Company ID)</small>	Does your Organisation own this service?
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes
<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes

Adding or Deleting Payment Services

Add/ Amend	Delete	Service ID <small>(Please supply the relevant information for each service e.g. for AUDES this is the six-digit Direct Entry ID No.)</small>	Payment Service Types <small>(select one)</small>			Delivery Channel to process file <small>(AUDES and AUPPS only)</small>				Does your Organisation own this Service?
			AUCCP <small>Australian Commercial Cards</small>	AUDES <small>Australia Direct Entry Services</small>	AUPPS <small>Australia Payment Processing Service</small>	Submit file		Authorise file		
						Extranet (WIBS) + Corporate Online	Corporate Online	Extranet (WIBS)	Corporate Online only	
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	<input type="radio"/> Yes	<input type="radio"/> No	Yes	Yes
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	<input type="radio"/> Yes	<input type="radio"/> No	Yes	Yes
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	<input type="radio"/> Yes	<input type="radio"/> No	Yes	Yes
<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Yes	<input type="radio"/> Yes	<input type="radio"/> No	Yes	Yes

Privacy Statement

Once you have completed and submitted this form to Westpac, Westpac will collect your name and signature (your personal data) to process this form for the organisation on behalf of which you are completing this form. Westpac may share your personal data with other companies within the Westpac Group. Westpac may also share your personal data with third party service suppliers, who help deliver and support the product and services Westpac delivers to your organisation and may transfer your personal data to the countries where some of Westpac's third party service suppliers are located.

Authorisation & Acknowledgement

Either the Organisation Administrator(s) **OR** Executive Officers must complete and sign this section of the form.
I/we acknowledge that I/we are a nominated Administrator for this Organisation and are authorised to request the above changes to the Corporate Online set-up. Any accounts or services that have been added to the set-up and/or changes to the daily channel limit have been approved by the Organisation's Executive Officers. Signed for and on behalf of the Organisation.

Administrator #1

Name:

Position:

Signature:

Date:

Administrator #2

Name:

Position:

Signature:

Date:

OR

I/we request the above changes to be made to the Organisation's Corporate Online set up.

Executive Officer # 1

Duly authorised signatory (e.g. Director, Trustee, Partner)

Name:

Position:

Signature:

Date:

Executive Officer # 2

(Director, Partner, Trustee, Company Secretary)

Name:

Position:

Signature:

Date: