

Corporate Online Additional Office Establishment

The terms and conditions for Corporate Online are contained in the 'Corporate Online Terms and Conditions' book.

Handwritten forms will NOT be accepted.

Office Details

Full Name of Organisation:

Preferred Office Name:

Maximum 35 characters.

The Preferred Office Name will appear on all beneficiary payments you initiate from this Office.

Street Address

Street Address:

Town/Suburb:

Country:

State:

Post code:

Mailing Address

Mailing Address:

Town/Suburb:

Country:

State:

Post code:

Welcome letters, Tokens and Passwords are Express Posted to the above mailing address. A PO Box is recommended as your mailing address (for Australia and New Zealand only).

Billing Account Details

All billing for Australian dollar charges for this Corporate Online Office will be charged to the nominated Australian dollar billing account

All billing for New Zealand dollar charges for this Corporate Online Office will be charged to the nominated New Zealand dollar billing account

All billing for Papua New Guinea Kinas dollar charges for this Corporate Online Office will be charged to the nominated Papua New Guinea Kina billing account

All billing Fiji dollar charges for this Corporate Online Office will be charged to the nominated a Fiji billing account

Selecting Corporate Online Applications for this Office

Choose the Applications you want to access in this Office via Corporate Online.

Application	Description
<input type="checkbox"/> Accounts	Enables you to view and/or export balance and transaction details for all the accounts nominated, stop payment on cheques for applicable accounts and view and/or export monthly billing statements
<input type="checkbox"/> Receipts	Enables you to view and/or export receipt details for Inward Dishonours, Direct Entry Returns, RECall, EFTPoS and Commercial Card reporting if nominated
<input type="checkbox"/> Payments	Enables you to make domestic and international payments and ® payments using a range of methods including creating a payment file within Corporate Online, by entering a payment transaction manually, using a template or importing a payment file.
<input type="checkbox"/> Online FX	Enables you to view FX deals as they happen, check, settle and authorise deals online, obtain live quotes, request live process and execute spot and forward deals.
<input type="checkbox"/> Deposits	Enables you to obtain quotes for term deposits, open a term deposit and provide maturity instructions.

Accounts to be accessed via Corporate Online for this Office

Nominate Accounts for this Office

All accounts selected in the 'Accounts to be accessed via Corporate Online' section will be added to the account group 'Australia Currency'.

BSB and Account Number	Account Description (maximum 25 characters) This description will be used for displaying the account in Corporate Online. Administrators can amend this description after establishment.	Account Group Name	Allow access to view and export balances and transaction information	Allow access to transfer funds and remit funds/ make payments
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

Trade Finance Agreement

Do you want to access Trade Finance for this Office within the Payments application? Yes No

Receipts

Receipt Services for Receipts

Service ID (Please supply the relevant information for each service as show in columns to the right eg: AUPOS – BSB and Account No. or specify ALL)	AUDER Direct Entry Return Reporting (Specify the 6-digit Direct Entry ID + BSB & Account No.)	AUICD Inward Cheque Dishonours (Specify the BSB & Account No)	AUPOS EFTPOS Reporting (Specify the 8-digit Merchant ID + BSB & Account No.)	AURRP RECall Remittance Processing (Specify the 6-digit RECall ID)	AUCCS Australian Commercial Cards (Specify the 8-digit Company ID)
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Payments

Payment Services for this Office

Service ID* (Please supply the relevant information for each service eg: AUDES six digit Direct Entry ID No. or specify ALL)	AUCCP Australian Commercial Cards	AUPPS Australia Payment Processing Service	AUDES Australia Direct Entry Services
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cross Currency Payments

Will you allow cross currency payments to be made from this Office?

Yes (default) No

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:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text"/>
Date	<input type="text"/>

Administrator #2

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text"/>
Date	<input type="text"/>

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:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text"/>
Date	<input type="text"/>

Executive Officer # 2

(Director, Partner, Trustee, Company Secretary)

Name:	<input type="text"/>
Position:	<input type="text"/>
Signature:	<input type="text"/>
Date	<input type="text"/>