



Everyday Transaction Account Telegraphic Transfer Request

For any enquiries contact us on **1300 654 998** Monday to Friday 8am-8pm or Saturday 9am-5pm (Melbourne time)
Fax to (03) 9605 6640
Visit mebank.com.au

- This form is used to request a Telegraphic Transfer within Australia from your ME Bank Everyday Transaction Account.
- A Telegraphic Transfer fee will be charged to your ME Bank account for each telegraphic transfer request. The current amount of this fee can be obtained by visiting mebank.com.au
- Please note: Telegraphic Transfer requests received after 3pm (Melbourne time) may be actioned on the following banking business day.

I/We request you to arrange for funds to be withdrawn from my/our ME Bank account shown below and credited to the account at the financial institution shown in Section 2 in accordance with my/our instructions set out below. I/we authorise ME Bank to debit my/our Everyday Transaction Account with the amount of the Telegraphic Transfer fee.

Section 1 - Details of your ME Bank account (the funds and fee for the Telegraphic Transfer will be withdrawn from this account)

Account Number Full name(s) of account holder(s)

Section 2 - Details of the nominated account to be credited

Name of financial institution
Address of financial institution State Postcode
Name(s) of account holder(s)
BSB number Account number

Section 3 - Telegraphic Transfer instructions

Please withdraw \$ from my/our account in Section 1 and credit the account detailed in Section 2. Payment date
Details to appear on recipient's statement (e.g. your name/reference number/invoice code)

Section 4 - Declaration

I/We acknowledge that this Telegraphic Transfer arrangement is governed by the Terms and Conditions on this form.

Print name Signature Date
Print name Signature Date

To make additional payments, or cancel this Telegraphic Transfer Request, please call us on 1300 654 998.

Section 5 - Telegraphic Transfer Terms and Conditions

By completing and signing this Telegraphic Transfer Request form you agree and acknowledge that:

- you authorise us to debit the nominated account with the amount that you specify in Section 3 together with the amount of the Telegraphic Transfer fee on the payment date that you specify in Section 3;
- if there are sufficient cleared funds in your ME Bank account to cover the amount to be withdrawn shown in Section 3 and the Telegraphic Transfer fee we will withdraw the requested amount from that account and send payment to the nominated account on the day requested in accordance with your Telegraphic Transfer Request. We are not responsible for any delay in processing that payment by the financial institution at which the nominated account is held;
- it is your responsibility to:
 - ensure that there are sufficient cleared funds in your ME Bank account on a day a withdrawal is to be made in accordance with your Telegraphic Transfer Request;
 - check that the details you have provided us of the nominated account are correct;
 - check your account statement to verify that the amounts withdrawn from your ME Bank account are correct;
- if there are insufficient cleared funds in your ME Bank account to cover the amount to be withdrawn shown in Section 3 and the Telegraphic Transfer fee on a day a withdrawal is to be made in accordance with your Telegraphic Transfer Request, we:
 - are not required to make any payment to the nominated account;
 - may make the payment to the nominated account when sufficient cleared funds are available (but we are not obliged to do this); and
 - are not liable for any loss you may suffer as a result of any failure or delay in payment to the nominated account;
- if a day on which we are to make a payment to the nominated account in accordance with the Telegraphic Transfer Request is a public holiday, a Saturday or a Sunday, we may make the payment on the next business day.

INTERNAL USE ONLY Authority Number: