

# Authority for automatic payments

## Setting up your APs



### Authority for automatic payments

Not to operate as an assignment or an agreement.

BANK USE ONLY:

A/P No.	Type	Charge	Bank Int.	Non Std Com.	Bulk/G.A. Code	Freq. O'ride

### Payer details

#### To the manager

Name of bank	
Store/Branch	
Address	
Account name	

#### Important please tick

☐ This is a new authority,  
or  
☐ As from

this authority replaces existing  
authorities for

(first payment date),

\$ in favour of the same payee

#### Account details

Bank	Store	Account number	Suffix

#### On behalf of (Name if other than payer)

#### Details to appear on my/our bank statement

Particulars (max 12 characters)	Code (max 12 characters)	Reference (max 12 characters)

### Frequency and amount

First payment date	Last payment date	<input type="radio"/> or until further notice (tick)

#### Frequency

☐ Weekly ☐ Fortnightly ☐ Four weekly ☐ Monthly ☐ Other

Specify other period

#### Fixed amount

Amount \$	Amount in words

#### Variable amount

##### Complete if applicable (one option only)

☐ Variable first amount

☐ Variable last amount

Amount \$	Amount in words

### Payee details

#### Pay to the credit of

Name of bank	Westpac	Store/Branch	Sydenham
Account name	Girl Guides Association New Zealand Inc.	0 3 1 5 9 1 0 0 0 8 3 8 2 0 0	

#### Details to appear on my/our bank statement

Girl Surname	Girl First Name	12 Character Reference Code (6 Digit, 6 Letter)

### Authorisation

1. Please make this automatic payment as detailed by debiting my/our account.
2. I/We understand and accept that the Bank accepts this authority only on the conditions overleaf.

#### Customer to complete

Account name	
Signature	Telephone 0
Account name	
Signature	Telephone 0

### Conditions

1. The Bank will use reasonable care and skill to give effect to the directions given to it in this authority.
2. Where the directions given in this authority have been given by me/us for the purpose of a business, the Bank accepts those directions without any responsibility or liability for any refusal or omission to make all or any of the payments or for late payment or for any omission to follow such directions.
3. The Bank accepts no responsibility or liability for the accuracy of the information contained in the payment information fields on this authority.
4. I/We undertake to advise the Bank immediately for any information about payments shown on bank statements which are incorrect.
5. This authority is subject to any arrangement now or hereafter subsisting between myself/ourselves and the Bank in relation to my/our account.
6. The Bank may in its absolute discretion conclusively determine the order or priority of payment by it of any monies pursuant to this or any other authority or cheque which I/We may now or hereafter give to the Bank or draw on my/our account.
7. The Bank may in its absolute discretion refuse to make any one or more payments pursuant to this authority where there are insufficient funds available in my/our account.
8. This authority may be terminated or reduced by the Bank or the payee without notice to me/us in respect of the payments detailed over.
9. This authority will remain in force and effect in respect of all payments made in good faith notwithstanding my/our death or bankruptcy or any revocation of this authority until notice of my/our death or bankruptcy or other revocation is received by the Bank.
10. All current Bank and Government charges for this service in force from time to time are to be debited to my/our account.

### Alteration to fixed amount

Please alter the fixed amount of this transfer

As from

Fixed amount	\$	Fixed amount in words
Customer Signature		

As from

Fixed amount	\$	Fixed amount in words
Customer Signature		

BANK USE ONLY:

Date received	Recorded by	Checked by
X Code Reason		
Sign		

BANK STAMP:

BANK STAMP: