

# Internet Banking Service Pre-Designated Payee/Limit Request – Small Business Accounts

Complete the form using a BLACK PEN and print in clear CAPITAL LETTERS

If you are a **Small Business Deposit Account or transactional mortgage and loan product holder** please complete this form to request the ability to enable Business Administrators and Users to make Internet Banking transfers to pre-designated 3rd party accounts, OR to amend the daily transactional limit applying to this transaction type. You must specify transaction limits before nominating payee details.

If you are a **Corporate Banking Deposit Account holder** please contact your Relationship Manager instead of completing this form.

 Post the completed form to: **GPO Box 5302, SYDNEY NSW 2001** **OR**  Fax to: **1300 765 150**

## BUSINESS DETAILS

Customer number (9 digits)

Registered business name

ABN

Postal address – Documents relating to the services will be mailed to this address

Postcode

Contact phone number

## TRANSFER LIMIT FOR PRE-DESIGNATED 3RD PARTY ACCOUNTS

### Business Level Daily Transaction Limit

Specify the daily transaction limit for transfers between EFT Accounts and pre-designated third party accounts <sup>^</sup> for the **business as a whole**.

\$  Maximum AUD \$100,000

### Business Administrator's Daily Transaction Limit

Business Administrator's details

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Internet Banking Username		
<input type="text"/>		

Specify the daily transaction limit for transfers between EFT Accounts and pre-designated third party accounts <sup>^</sup> for the **Business Administrator**.

\$  Maximum AUD \$100,000

<sup>^</sup> Capitalised words and phrases in this table, such as "EFT Accounts", have the meaning given to them in the Business Internet Banking Product Disclosure Statement. Please refer to that document for full details before nominating the relevant daily limits.

This daily limit will apply to the Business Administrator and must be lower or equal to the business limits. Once a limit is assigned to the Business Administrator, they can assign the limit to Users. Refer to the Business Internet Banking User Guide at [www.hsbc.com.au/bib\\_user\\_guide](http://www.hsbc.com.au/bib_user_guide) for more details.

## NOMINATED PAYEE DETAILS

Nominated payees can be set up for either a Business Administrator or User to make payments

Please specify who will be making the transfers

Title	First name(s)	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Internet Banking Username		
<input type="text"/>		

Give details of payee(s) to whom you wish to make regular payments

	Nominated payee 1	Nominated payee 2
Account name	<input type="text"/>	<input type="text"/>
Bank name	<input type="text"/>	<input type="text"/>
BSB	<input type="text"/>	<input type="text"/>
Account number	<input type="text"/>	<input type="text"/>
Currency	<input type="text"/>	<input type="text"/>
Details for your account	<input type="text"/>	<input type="text"/>
Details for beneficiary	<input type="text"/>	<input type="text"/>

Additional details if account is not held in Australia

IBAN/BIC/Local bank code	<input type="text"/>
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## AUTHORISATION

I am authorised by the Accountholder to make the above request(s). Further, I hereby acknowledge that the Internet Banking Service is subject to the terms and conditions contained in the Business Internet Banking Product Disclosure Statement which I have received.

### BUSINESS ADMINISTRATOR

Signature

Date

Name

### AUTHORISED SIGNATORY 1

Signature

Date

Name

### AUTHORISED SIGNATORY 2

Signature

Date

Name

Office Use Only

Signatures verified and authorised signatory contacted to confirm request

RM/BM name	<input type="text"/>	Signature	<input type="text"/>	Date	<input type="text" value="/"/>	<input type="text" value="/"/>
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