

Complete the form using blue or black pen and print in clear CAPITAL LETTERS

Complete this form to increase the daily limit for transfers to regular payees **OR** to increase the limit for Administrators/Users for this transaction type.

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

## ENTITY DETAILS

Entity customer number (9 digits)

Registered name

ABN (if applicable)

Contact phone number

 ( )

## LIMIT TRANSFERS TO REGULAR PAYEES

Specify the total daily transaction limit for all transfers to regular payees (i.e. pre-designated transfers) for the entity as a whole

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## NOMINATED PAYEE DETAILS

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

	Nominated payee 1	Nominated payee 2
Account name		
Bank name		
BSB		
Account number		
Details for your account		
Details for beneficiary		

If the account is not held in Australia the following details are also required

Currency		
IBAN/BIC/ Local bank code		
Description/ Narrative		
Type of Transfer * (Select one box only)	<input type="checkbox"/> Telegraphic Transfer <input type="checkbox"/> Local Payment <input type="checkbox"/> Local Telegraphic Transfer	<input type="checkbox"/> Telegraphic Transfer <input type="checkbox"/> Local Payment <input type="checkbox"/> Local Telegraphic Transfer

\* Refer to Fees and Charges Guide for applicable fees

## ENTITY ADMINISTRATOR'S DAILY TRANSACTION LIMIT

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

Specify the daily transaction limit for transfers between EFT account and regular payees (i.e. pre-designated accounts) for the **Administrator**.

*This daily limit will apply to the Administrator and must be lower or equal to the entity limits. Once a limit is assigned to the Administrator they can assign limits to Users.*

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## DECLARATION AND AUTHORISATION

By signing below, the Account holder hereby acknowledges and agrees that this form contains:

- its instructions to HSBC about an Administrator's daily transaction limit;
- its instructions in regards to the total daily limit for pre designated transfers for the Account holder as a whole; and/or
- the details of nominated Payee(s) to whom regular payments will be made.

and that the limits and instructions contained in this form will be binding upon the Account holder pursuant to the terms and conditions of the HSBC Business Internet Banking Product Disclosure Statement.

### SIGNATORY 1

Signature

Date

Name

Office/Title

### SIGNATORY 2

Signature

Date

Name

Office/Title

Office Use Only

SV <input type="checkbox"/>	Checking officer name	<input type="text"/>	Signature	<input type="text"/>	Date	/	/
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