



telegraphic transfer request.

Email: dcr@mebank.com.au or Fax: (03) 9708 4640

Mail: ME Transaction Banking, Reply Paid 1345, Melbourne, VIC 8060

Any questions? Call ME on **13 15 63** or visit **mebank.com.au**

- This form is used to request a Telegraphic Transfer within Australia.
- A Telegraphic Transfer fee will be charged to your ME account for each telegraphic transfer request.
- 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I/We request you to arrange for funds to be withdrawn from my/our ME account shown below and credited to the account at the financial institution shown in Section 2 in accordance with my/our instructions set out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 to debit my/our account with the amount of the Telegraphic Transfer fee.

section 1 - details of your ME account

(the funds and fee for the telegraphic transfer will be withdrawn from this account)

Account number

Name of account holder(s)

section 2 - details of the nominated account to be credited

Name of financial institution

Name 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

section 5 - telegraphic transfer terms and conditions

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

- you authorise us on behalf of all account holders, 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- if there are sufficient cleared funds in your ME account to cover the amount to be withdrawn shown in Section 3 and the Telegraphic Transfer fee we will withdraw the requested amount from that account and send payment to the nominated account on the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 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 account are correct;
- if there are insufficient cleared funds in your ME 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.