

# Macquarie Overseas Telegraphic Transfer Request

Macquarie Bank Limited ABN 46 008 583 542 AFSL 237502  
Macquarie Investment Management Limited ABN 66 002 867 003 AFSL 237492 RSEL L0001281

Please ensure cleared funds are available in your account before making your request.

Please return this form by email to [transact@macquarie.com](mailto:transact@macquarie.com)

## 1 Your Macquarie account details

Account number:	<input type="text"/>		
Account name:	<input type="text"/>		
<b>Residential address (can't be a PO Box) (Required under the AML/CTF Act 2006)</b>			
Street number and name:	<input type="text"/>		
Suburb:	<input type="text"/>	State: <input type="text"/>	Postcode: <input type="text"/>
Country:	<input type="text"/>		
Contact number:	<input type="text"/>		
Email:	<input type="text"/>		

 **IMPORTANT - It's a regulatory requirement for a residential address to be supplied to enable overseas telegraphic transfers to be initiated. Please note: we won't update your account mailing address if the address provided above differs from our records. We'll continue to send all correspondence to the current mailing address on file.**

**Should you wish to amend your mailing address details, please complete a *Change of Account Details* form.**

## 2 Currency details

A. What currency would you like to send?

 **Please note: Check the available currency online at <http://www.internationalmoneytransfers.com.au>**

B. How much would you like to send?\*

Please complete only **one** of the boxes below.

Foreign amount	\$	<input type="text"/>	<b>OR</b>
Australian Dollar equivalent amount	\$AUD	<input type="text"/>	

\* Exclusive of the fee charged by Macquarie stated in the applicable Macquarie Cash Product Information Statement but charges from other financial institutions may apply, refer to Conditions of use.

3

## Telegraphic transfer

**⚠ Please note:** Payments may be delayed if insufficient information is received. If an incorrect account number is quoted, international recipient banks may credit that account despite it not being in the name of the stipulated beneficiary, without any responsibility on their part. Banks will not separately advise the beneficiary when requested to do so of a credit to their account.

Therefore, please ensure account details are correct. Account name is used as a reference only, and we do not match the account name against the account number you provide. It may not be possible to recover funds from an unintended recipient. We are not responsible for such actions.

### A. Overseas bank details

Depending on where the funds are being transferred, we require you to complete one of the following fields: SWIFT Code or Sort Code/ABA/Routing Number/Branch Code/BSB/Beneficiary IBAN.

Overseas bank name *(Required under the AML/CTF Act 2006)*

Branch name *(Required under the AML/CTF Act 2006)*

**Overseas bank address (including country)** *(Required under the AML/CTF Act 2006)*

Street number and name:

Suburb:

State:

Postcode:

Country:

SWIFT Code:

Sort Code/ABA/Routing Number/Branch Code/BSB:

### B. Intermediary/AUD correspondent bank details (if required) - mandatory if sending funds in AUD

Intermediary bank name:

Intermediary bank's swift code:

### C. Beneficiary account details

Beneficiary account number *(Required under the AML/CTF Act 2006)*

Beneficiary IBAN (for European transfers):

Beneficiary account name *(Required under the AML/CTF Act 2006)*

**Beneficiary residential address (cannot be a PO Box)** *(Required under the AML/CTF Act 2006)*

Street number and name:

Suburb:

State:

Postcode:

Country:

### D. Payment purpose and special instructions

Purpose of payment *(Required under the AML/CTF Act 2006)*

Special instructions

**► If you were provided transfer instructions by the beneficiary or another party, please attach a copy to this request in addition to completing the details above.**

## 4

## Terms and conditions

These Terms and Conditions govern your application for the Telegraphic Transfer requested (**Application**), and apply in addition to the Account Terms and Conditions and (if applicable) the Macquarie Business Electronic Banking Terms and Conditions. If there's any inconsistency, these Terms and Conditions prevail.

1. Macquarie Bank Limited (**we, us or our**) may use overseas banks (**Correspondents**) to act on our behalf for the purpose of this Application. You must select the Correspondent to be involved in this Application and do so at your own risk – we are not responsible for anything your chosen Correspondent may or may not do.
2. A Correspondent may charge commissions, fees or charges in making the payment to the beneficiary's account. Those commissions, fees or charges will either be deducted by the Correspondent from the funds paid to the beneficiary's account or passed on to us. Where a deduction is made the beneficiary will receive less than the payment amount specified in your instructions. If those commissions, fees or charges are passed on to us, then you must reimburse us for them.
3. You agree we may delay, block or refuse to make a payment if we believe on reasonable grounds that making the payment may breach any law in Australia or any other country, or if we decide to take additional steps to verify the validity of instructions, and we will incur no liability to you if we do so.
4. If an incorrect account number is quoted, banks in some countries will credit that account (if a valid number) despite it not being in the name of the stipulated beneficiary, without any responsibility on their part. Further, some banks will not separately advise the beneficiary when requested to do so of a credit to their account. The mistaken payment regime of Australia's ePayments Code does not apply to international telegraphic transfers, and you are responsible for any such errors.
5. Telegraphic Transfers must be paid for in cleared funds. We will not carry out your instructions unless cleared funds are available.
6. Certain transactions are subject to commission charge and/or stamp duty.
7. To cancel or stop a payment please contact us. We may not be able to stop or cancel a payment if it has already been processed. A fee may be charged for this service.
8. In order for applications to be processed by us on the same day, they must be submitted and fully approved by the relevant authoriser(s) for the account and (if required) us before 3.00pm Sydney time. Otherwise, they will be processed on the next Business Day.
9. International transfer of funds will normally be received within 48 hours by the Correspondent. If the Correspondent is not the beneficiary's bank it may take any normal length of time to on forward funds to the beneficiary's bank. Except for any gross negligence on our part for something that is or should have been within our control and to the extent permitted by law, we are not responsible for any delays or failure in transmission or payment howsoever caused and we accept no liability for any loss of any kind whatsoever (including any consequential loss and expense) thereby resulting.
10. We may use OFX or other foreign exchange remitter services to process transactions. To learn more about OFX you can visit <https://ofx.com/en-au/>. The exchange rate that applies is that which is determined by the relevant provider at the time the transfer is processed.

## 5

## Privacy statement

1. We may collect, hold, use and disclose personal information to process this application, deliver the services under it, deal with complaints and enquiries and otherwise handle your personal information in accordance with our Privacy Policy (available at [macquarie.com.au](http://macquarie.com.au) or upon request). Some of the information collected is required by various laws, including the Anti-Money Laundering and Counter-Terrorism Financing Act and overseas equivalents.
2. We may exchange your personal information with your authorised representatives, our related companies and service providers (described further in our Privacy Policy), and any other bank or party which by reason of the nature of this instruction it is necessary or required to be exchanged with. These third parties may be located outside Australia (including The Philippines and the countries specified in our Privacy Policy), as well as any other countries which a party is located in where it is necessary to disclose information to by reason of the nature of this instruction (for example, the destination of the beneficiary or any Correspondents).
3. We may also disclose personal information to regulatory authorities (e.g. tax authorities in Australia and overseas) in connection with their lawful information requests or to meet legal obligations in any relevant jurisdiction. You consent and agree to us making any disclosures under clause 2 or this clause 3.
4. Where you provide personal information about someone else you must first ensure that you have obtained their consent to provide their personal information to us based on this Privacy Statement.
5. You acknowledge that we need to collect, verify and handle personal information about you to enable us to deliver the service and without that information we may not be able to effect payments under this agreement.
6. You agree to the handling of your personal information in accordance with the Privacy Policy. Our Privacy Policy contains further details about our handling of personal information, complaints, website privacy and information regarding your rights to request access to or correct information we hold.



## Declaration and signatures

I/We confirm the above conditions have been read and understood and agree to be bound by the conditions above. I/We warrant that I/we are acting on my/our own behalf in making this application for foreign exchange services. If the payment requested by me/us is in USD, to be cleared in the United States "US" or to be made using a bank in the US, then I/we declare and undertake to Macquarie that the beneficiary of the Funds is not a person, group or entity, or in or associated with a country, sanctioned by US laws and regulations, including those administered by the Office of Foreign Assets Control of the US Department of Treasury. Please ensure this form is signed by existing account signatories in accordance with current operating instructions. You can sign this form electronically via one of our approved electronic signature providers and submit the form via email with any additional documentation required. Please visit Help Centre to view our submission requirements and a list of our approved electronic signature providers.

**Signature 1:**

Date:

 /  / 

Title:

Name:



Any other name known by (if applicable) *(Required under the AML/CTF Act 2006)*

**Signature 2:**

Date:

 /  / 

Title:

Name:



Any other name known by (if applicable) *(Required under the AML/CTF Act 2006)*

For more information, please visit [macquarie.com.au/help](https://www.macquarie.com.au/help).