

# 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) or mail to **Reply Paid 85744 Sydney NSW 2001**.

## 1 Your Macquarie account details

Account number:

Account name:

**Residential address (can't be a PO Box) (Required under the AML/CTF Act 2006)**

Street number and name:

Suburb:  State:  Postcode:

Country:

Contact number:

Email:

**!** **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 \$  **OR**

Australian Dollar equivalent amount \$AUD

\* 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.

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## 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. Further, 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.**

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## Terms and conditions

1. Macquarie Bank Limited ('we', 'us' or 'our') may use overseas banks ('Correspondents') to act on our behalf for the purpose of this Telegraphic Transfer Application ('Application'). The selection of the Correspondent shall be made by the Applicant (you). You acknowledge and agree that Correspondents are employed entirely at your risk and we are not responsible for anything in relation to your choice of Correspondent, or from any act or omission of the Correspondent.
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. 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. We aren't 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.
4. 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, and we'll incur no liability to you if we do so.
5. Telegraphic Transfers must be paid for in cleared funds. We won't 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's been processed. A fee may be charged for this service.
8. Our fee for each Telegraphic Transfer request is set out in the relevant Fees, limits and lodgement times booklet. Unless otherwise stated this fee will be deducted from the account specified in the Account Details section of this form.
9. Applications received after established cut-off times for the respective currency won't be processed on the same day.
10. If we quote an exchange rate to you, that rate is provided as a guide only. All exchange rates are subject to change at MBL's absolute discretion.
11. If we source the correspondent bank on your behalf, you agree that we aren't liable for any loss or delay associated with the correspondent bank.
12. We may use OFX or other third parties to process transactions. To learn more about OFX you can visit [www.internationalmoneytransfers.com.au](http://www.internationalmoneytransfers.com.au)
13. When using this service for foreign currency exchange, a percentage of the foreign exchange margin may be retained by us or third parties used in processing the transaction. This may be over and above the wholesale rate. We may also receive a referral fee from the relevant third party.
14. Full terms and conditions are contained in the relevant Further Information Guide.

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## 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 [www.macquarie.com.au](http://www.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.
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 (eg 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 [help.macquarie.com](https://help.macquarie.com) or contact Macquarie Cash on **1800 806 310** or Macquarie Wrap on **1800 025 063**.