

INTERNATIONAL MONEY TRANSFER (IMT) REQUEST

CLIENT DETAILS

Client Name:		Client No.:
Address:		Postcode:
Contact Name:	Telephone:	
We wish to request the following International Money Transfer which is to be debited from our ADF account.		ADF Account Number:
Amount to be remitted (Australian dollars):	\$	OR
Amount to be remitted (Foreign Currency):		
Beneficiary's Account to be credited in:		Please specify currency:
		Please specify currency:

BENEFICIARY'S OVERSEAS ACCOUNT DETAILS & ADDRESS

Account Name:	Account No. or IBAN:
Full Address:	

BENEFICIARY'S BANK DETAILS

Please attach a copy of the Tax Invoice and/or additional information to this application (eg:emails)

Bank Name:	
Full Address:	
Bank Code (required for all payments):	IFSC/CNAPS Code:
<small>The Bank Code is used to identify the banks and branches around the world and is equivalent to the Australian 'BSB' code. A Bank Code may also be known as a BIC/Swift (Bank Identification Code), 'BSC' (Bank Sort Code). Note: For payments to India, the 'IFSC Code' (Indian Financial System Code) and China CNAPS (China National Advanced Payment System) must be provided. </small>	

INTERMEDIARY BANK DETAILS (IF APPLICABLE)

Bank Name:
Full Address:
Bank Code (required for all payments):

PURPOSE/NATURE OF PAYMENT (CLIENT USE)

REFERENCE FOR BENEFICIARY (PAYEE REFERENCE)

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Notes on Completing this Form

The Archdiocesan Development Fund (ADF) assumes no responsibility for circumstances beyond its control, including but not limited to actions of other parties connected to the transaction. In the absence of its proven negligence, the ADF shall not be liable for any loss or damage suffered as a result of the ADF acting on these instructions in good faith.

Subject to circumstances beyond the ADF's control (such as international communications breakdown and problems or delays in the processing of the payment message by the overseas bank), money sent overseas is normally available for payment to the beneficiary within two business days (Australian time) of the Bank's acceptance of the sender's instructions. Payment of the transferred money to the beneficiary is the responsibility of overseas banks. The timing of the payment and conversion to a local or other currency is subject to the domestic payment regulations and individual Correspondent Bank practises in the country of the beneficiary and therefore beyond the ADF's control. All enquiries to overseas banks concerning payment will be at the cost of the sender.

By applying for an International Money Transfer:

- I/We acknowledge that, in order for the ADF to make payment it may have to utilise the services of other banks, other than the one(s) requested.
- I/We acknowledge that the ADF will be obliged to accept the return of proceeds of a money transfer if acceptance of those proceeds is refused for any reason by any party connected with or having jurisdiction over the transaction.
- Any proceeds so received may be credited to the account to which the money transfer was originally debited. The ADF will not be liable to any party for any losses or damage whatsoever as a result of the return of proceeds in such circumstances.
- I/We also acknowledge that the ADF has an absolute discretion to decline to process my/our application for a money transfer if the ADF believes (whether on reasonable grounds or otherwise) in good faith that processing the application would offend against any policy or law relating to money laundering and/or the national interests and/or the national security of any State. The ADF will not be liable to any party for any loss or damage whatsoever arising from any decision based on any of the above grounds not to process my/our application.
- I/We acknowledge that exchange rates are indicative only and are subject to change. The exchange rate will be determined when my/our transaction is confirmed and the rate printed on my/our confirmation receipt is the rate that will apply to my/our payment, regardless of when my/our payment is processed.

Foreign currency funds returned to the ADF for any reason will be converted back to Australian dollars using the Commonwealth Bank's (CBA) carded exchange rate applicable on the day the notification of the return is received and will be credited to the remitter's account specified in the international money transfer application.

FEES & CHARGES

A fee of \$13.50 (AUD) will apply for each money transfer remitted in Foreign Currency and \$13.50 (AUD) for each Money transfer remitted in Australian Currency. Fees will be charged separately to the remitter's ADF account. In addition to this fee, the processing of this payment to the beneficiary will be the subject of fees and charges imposed by overseas banks involved in the transaction. There may be more than one overseas bank involved, each of which may seek reimbursement for its services. Overseas banks will be instructed to deduct their fees from the payment.

Where such fees and charges are deducted, you must assume that the beneficiary will receive a lower amount than the amount sent. If for whatever reason the overseas bank or their correspondent bank fails to observe these instructions, the remitter will reimburse the ADF for any fees or charges which an overseas bank may separately levy against the ADF.

Authorised Signing Officer:

Authorised Signing Officer:

Date: / / 20

