



Authority for Automatic Payments

Not to operate as an assignment or an agreement.

Tip: If you need help filling out this form, there's a guide on the back.

Westpac _____ Your branch _____ NAME _____

Please tick one and complete ALL sections

New automatic payment

OR

Change an existing automatic payment. The current amount being paid is \$ _____

A. Pay from

Pay from _____ NAME _____

Pay from

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BANK BRANCH ACCOUNT SUFFIX

Details to appear on my/our bank statement

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PARTICULARS CODE REFERENCE

B. Payment details

Regular payment amount _____ \$ _____

First variable payment amount if different from regular amount \$ _____ (if required)

OR

Last variable payment amount if different from regular amount \$ _____ (if required)

Frequency (please tick one)

Weekly Fortnightly Monthly Quarterly Annually

First payment date _____ DD / MM / YYYY _____

Last payment date _____ DD / MM / YYYY _____

OR

Until further notice (please tick)

C. Pay to

Pay to _____ NAME _____

Pay to

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BANK BRANCH ACCOUNT SUFFIX

Details to appear on their bank statement

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PARTICULARS CODE REFERENCE

D. Authorisation

1. Please make this automatic payment as detailed by debiting my/our account.
2. I/We understand and accept that the **Bank accepts this authority only on the conditions overleaf.**

Customer's signature _____ Contact phone number _____

Customer's name _____ Date DD / MM / YYYY _____

Customer's signature _____ Contact phone number _____

Customer's name _____ Date DD / MM / YYYY _____

Westpac use only

Date received DD / MM / YYYY _____ Received by _____

E. Conditions

- the Westpac General Terms and Conditions, as updated from time to time, apply to the payments requested in this form
- where the directions given in this authority have been given by me/us for the purpose of a business, the Bank accepts those directions without any responsibility or liability for any refusal or omission to make all or any of the payments or for late payment or for any omission to follow such directions
- the Bank accepts no responsibility or liability for the accuracy of the information contained in the payment information fields on this authority
- this authority is subject to any arrangement existing now or in the future between me/us and the Bank in relation to my/our account
- all current charges for this service in force from time to time are to be debited to my/our account. See the Westpac General Terms and Conditions and westpac.co.nz for information.

How to complete this form.



Authority for Automatic Payments

Not to operate as an assignment or an agreement.

Tip: If you need help filling out this form, there's a guide on the back.

Westpac Your branch **BRITOMART**

Please tick one and complete ALL sections

1 New automatic payment
OR
 Change an existing automatic payment. The current amount being paid is \$ _____

A. Pay from

2 Pay from NAME _____

Pay from

01	0120	0987654	001
BANK	BRANCH	ACCOUNT	SUFFIX

Details to appear on my/our bank statement

3

JSMITH	RENT	
PARTICULARS	CODE	REFERENCE

B. Payment details

Regular payment amount \$ **120.00**

First variable payment amount if different from regular amount \$ **240.00** (if required)

4 **OR**
 Last variable payment amount if different from regular amount \$ _____ (if required)

Frequency (please tick one)

5 Weekly Fortnightly Monthly Quarterly Annually

6 First payment date DD / MM / YYYY _____

7 Last payment date DD / MM / YYYY _____

OR

8 Until further notice (please tick)

C. Pay to

Pay to **JOHN SMITH** **9**

Pay to

03	0326	0765432	001
BANK	BRANCH	ACCOUNT	SUFFIX

Details to appear on their bank statement

10

OSIMONS	TORBAY	
PARTICULARS	CODE	REFERENCE

D. Authorisation

1. Please make this automatic payment as detailed by debiting my/our account.
 2. I/We understand and accept that the **Bank accepts this authority only on the conditions overleaf.**

Customer's signature  **11** Contact phone number **021 123 4567**

Customer's name _____ Date **28/05/2025**

Customer's signature _____ Contact phone number _____

Customer's name _____ Date DD / MM / YYYY _____

Westpac use only Date received DD / MM / YYYY _____ Received by _____

- 1 If you need to change any details to an existing payment, tick here and then complete the rest of the form.
- 2 This is the name and account number of the account you'd like the payment to come out of.
- 3 This information will tell you where the payment went to, when you receive your statement.
- 4 If you've been told the first or last payment is different to your regular payment amount, put these amounts here, but you can only have a variable first or last payment amount, not both.
- 5 This tells us how often you want us to make the payment, it could be weekly, fortnightly, monthly, 4-weekly, 6-monthly, quarterly or annually.
- 6 This is the date you want the first payment made/changed.
- 7 If you've been told the final date the payment is to be made, put this here.
- 8 Tick here if you want the payment to keep going out until you let us know to cancel it or if you haven't been given an end date.
- 9 Tell us the name of the person who will be receiving the payment and what their account number is.
- 10 This will tell the person receiving the money where the money came from. Some companies need you to include a code or reference. Check with them on their requirements.
- 11 Remember to sign this form, print your name below your signature, and if you can give us a phone number we'll be able to call you if we have any questions.