Payment Request Form *(Please note: Charges apply for manual processing of payments)*

Relationship and account to be debited

Account to be debited: _____

Currency and Amount: _____

Purpose of payment:_____

_____

Beneficiary

Name of individual/company: _____

_____

Bank: _____

Country:_____ City: _____

BIC/SWIFT Code: _____

Sort code: _____

IBAN:_____

Beneficiary address: _____

_____

Message to beneficiary:_____

Value date and charges

Value date: dd/mm/yyyy_____ Fees: _____

Special instructions for the bank (optional)

Client Signature

_____

Signed in accordance with the Bank Account Mandate. I/We have read and agree to be bound by the Terms & Conditions and consent to the use of my/our personal data for the purpose of carrying out this instruction. I/We acknowledge that to make this payment my/our personal information such as my/our name and address may be transmitted with the payment.

Require more support? Please visit *How to send and receive payments* How to send and receive payments (trustednovusbank.gi)

For official use only (do not write below the line)

Name of employee: _____

ID method used: _____

Date and time payment taken: dd/mm/yyyy_____ Time: hh:mm _____

Privacy Policy

The information in this form is collected by the bank for the following purposes:

- To assess and process you as an individual in respect of any account(s) you are, or may be related to
- For Security, identification, and verification purposes
- To comply with our legal obligations including but not limited to tax reporting where applicable

The General Privacy policy from Trusted Novus Bank will give you a comprehensive overview about how we handle data, including information we may collect from our customers. We explain in detail about the information we hold, what we do with this data and when we share it outside of Trusted Novus Bank (and with whom). You can read more about your rights and how you can contact us if you have any queries or concerns around your data. To Assess our General Privacy policy please refer to www.trustednovusbank.gi/privacy