

# Request for International Money Transfer Form

Please use BLOCK letters and a **BLACK** or **BLUE** pen keeping well within the boxes. Use crosses in the boxes marked with an "X".  
If a section does not apply to you please indicate using "NA".

## 1. Customer details

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	<input type="checkbox"/> Miss	Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>					
Surname	<input type="text"/>															
Given name(s)	<input type="text"/>															
Customer number	<input type="text"/>															
Residential address (not a PO Box)	<input type="text"/>															
Suburb	<input type="text"/>									State	<input type="text"/>	<input type="text"/>	<input type="text"/>			
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Country	<input type="text"/>										
Phone (after hours)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Mobile	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>															

## 2. Payment details

Currency	<input type="text"/>	
Amount in AUD	\$ <input type="text"/>	OR Foreign amount \$ <input type="text"/>

Please refer to the 'Schedule of Fees, Charges and Transaction Limits' schedule for relevant fees and charges for international money transfers; and the full "International Money Transfer Terms and Conditions" for relevant terms and conditions at [australianunity.com.au/banking/terms-and-conditions](http://australianunity.com.au/banking/terms-and-conditions).

NB: Please do not write in both the AUD and the foreign amount sections. The rate is determined by Convera. If you wish you can call our Customer Service Team on 1300 790 740 to check the current rates. Payments of \$20,000 and over are eligible for special rates.

## 3. International Money Transfer

### Bank details

Bank name	<input type="text"/>	
Bank address (not a PO Box)	<input type="text"/>	
Suburb	<input type="text"/>	State <input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Country <input type="text"/>
BSB/Branch code	<input type="text"/>	<b>NB:</b> A BSB/Branch Code is MANDATORY for all payments going to New Zealand.
ABA number	<input type="text"/>	<b>NB:</b> This detail is used for all US payments.
PIN code	<input type="text"/>	<b>NB:</b> This detail is used for Indian payments sent in INR and is MANDATORY. We unfortunately cannot process the payment without it.
IFSC code	<input type="text"/>	<b>NB:</b> This is a detail used to ensure faster payments for INR amounts travelling to India.
Other	<input type="text"/>	

### Beneficiary details

Beneficiary account number/IBAN	<input type="text"/>	<b>NB:</b> An IBAN is MANDATORY for all UK, Republic of Ireland and European payments. We will be unable to process your payment without it.	
Beneficiary account name	<input type="text"/>		
SWIFT/BIC code	<input type="text"/>		
Address (not a PO Box)	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Country	<input type="text"/>

If you are remitting funds in AUD, you must provide the details of the **Australian Intermediary Bank** below.  
We unfortunately cannot process the payment without it.

Bank name	<input type="text"/>		
Bank address (not a PO Box)	<input type="text"/>		
Suburb	<input type="text"/>	State	<input type="text"/> <input type="text"/> <input type="text"/>
Postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Country	<input type="text"/>
Bank SWIFT code	<input type="text"/>		

**Please Note:** The overseas correspondent banks may charge a handling fee on international money transfers.

Relationship between yourself and the beneficiary (e.g. mother, son, business associate)	<input type="text"/>
What is the reason for making this payment?	<input type="text"/>

**Warning:** Please check your beneficiary and payment details carefully as Australian Unity Bank is not liable for loss resulting from errors in these details. Australian Unity Bank does not check that the payment details are correct or that the account name matches the account number. In processing an international transfer, **we will only rely on the bank account number and beneficiary bank details** you provide. **We do not rely on the bank account name.** You should check the details provided carefully because if the payment is paid to an incorrect account and/or beneficiary, it may not be possible to recover it.

#### Do you know who you are sending money to?

When you send money, **you should be absolutely certain that you know who your receiver (the beneficiary) is and what the transfer will be used for.** Fraudsters and scammers target people using any means they can, often pretending to be from the government, banks or trusted organisations. Most scams are perpetrated by scammers contacting the victim online or via a telephone call.

If this payment is in relation to a recent online or telephone communication, are you satisfied that this is a legitimate payment request? If in doubt, please check or seek out independent assistance. Some examples where **you should exercise caution before proceeding with a transfer** include:

To an individual you have only met online and not in person (for example, an online dating app).

- For an emergency situation you have not confirmed.
- For an online shopping purchase.
- For a deposit or payment into a pyramid or investment scheme.
- For anti-virus protection.
- For a deposit or payment on a rental property.
- For a charity donation.
- To resolve an immigration or visa matter.
- To claim lottery or prize winnings.
- To pay taxes.
- To pay for something in response to a telemarketing call.

If you transfer money, the person you are sending it to often gets the money quickly. After the money is paid, we may not be able to seek a refund, even if you are the victim of fraud, except under limited circumstances. If you are unsure, please speak to one of our friendly team members or visit [scamwatch.gov.au](https://www.scamwatch.gov.au)

#### 4. Customer declaration

By signing this application, I/we acknowledge and agree that:

1. I/We have read and understand the warning in section 3.
2. I/We have read and understood and accepted the terms and conditions in section 5.
3. I/We authorise Australian Unity Bank on behalf of all account holders, to debit the nominated account with the amount that you specified plus any relevant fees and charges set out within the 'Schedule of Fees, Charges and Transaction Limits' available at [australianunity.com.au/banking/terms-and-conditions](http://australianunity.com.au/banking/terms-and-conditions).
4. Australian Unity Bank may collect, use and exchange my/our personal information as described in Australian Unity's Privacy Policy ([australianunity.com.au/privacy-policy](http://australianunity.com.au/privacy-policy)).
5. Australian Unity Bank collects and stores information about the payee I/We provided in this form in connection with these payment instructions.
6. The information I/We have provided to Australian Unity Bank in connection with this application is true and correct.
7. Australian Unity Bank will contact me/us within 2 business days to process the international money transfer.

##### Customer signature 1

X

Name

Dated   /   /

##### Customer signature 2

X

Name

Dated   /   /

#### 5. Terms and Conditions

By completing and signing this Request for International Money Transfer Form you agree and acknowledge that:

1. Australian Unity Bank Limited (ABN 30 087 652 079; AFSL No 237994) ("Australian Unity Bank") has entered into contractual arrangements with Convera Australia Pty Ltd (ACN 150 129 749; AFSL 404092) ("Convera"), to assist it in fulfilling certain foreign exchange and payment services, including international money transfers. The relationship relating to the services described is solely between you and Australian Unity Bank, and you remain a customer of Australian Unity Bank at all times.
2. In order to process your request for an international money transfer, Australian Unity Bank may disclose your personal information to third parties including, but not limited to, Convera, other banks and beneficiaries overseas for the purpose of processing your international money transfer. For the purposes of these terms and conditions, the term "Other Bank" means an intermediary (including Convera) and/or beneficiary bank, in Australia or overseas, that may or may not be appointed by us for the purposes of making an international money transfer. You authorise us to provide to the Other Bank information that Other Bank requests us to provide about you in order to manage that Other Bank's obligations under law or regulations including anti-money laundering or countering the financing of terrorism laws. You authorise us to provide to Convera in order for Convera to collect and use your personal information to: (i) provide and facilitate the provision the international money transfer; (ii) comply with regulations relating to anti-money laundering or countering the financing of terrorism; (iii) prevent and detect fraud; (iv) to monitor compliance between Australian Unity Bank and Convera; (v) for debt recovery purposes; and, to help Convera improve its products, services and operations. You acknowledge that Convera may disclose, for the purposes listed at (i), (ii), (iii), (iv) and (v) above alone, your personal information it holds to: (i) any member of its corporate group for the purpose of any member of the Convera group; (ii) providing benefits, products or services to you or us; (iii) any third party providing services to a member of the Convera group company in respect of international money transfers; (iv) to third parties in countries other than the country in which the information was originally collected or created including third parties in the United States; (v) to any person if required to do so by regulations or legal process; or, (vi) where required by regulations, law enforcement authorities for purposes such as detecting, investigating, prosecuting and preventing crimes, including money laundering and related criminal activity.
3. Australian Unity Bank will otherwise collect, use, and/or exchange your personal information and the information provided about the payee provided in connection with these payment instructions, as described in Australian Unity's Privacy Policy ([australianunity.com.au/privacy-policy](http://australianunity.com.au/privacy-policy)).
4. Australian Unity Bank will receive a share of the revenue that applies to this international money transfer. Details of the amount that Australian Unity Bank will receive can be found in Australian Unity Bank's [Financial Services Guide](#) located on its website.
5. Other Banks may be involved in sending your international money transfer and may impose their own additional fees which may be deducted from the amount received by the nominated beneficiary. The final amount credited to the beneficiary account may be of a lesser value than requested as a result.
6. All amounts transferred will be converted from AUD and will be sent in the destination currency unless the destination currency is unavailable or you specify otherwise.

7. You accept that the exchange rate used will be that determined at the time Australian Unity Bank lodges your request for an international money transfer.
8. Australian Unity Bank is not obliged to make an international money transfer if there are insufficient cleared funds in your account, your daily transfer limits has been exceeded, or the information you provide us is incomplete and/or inaccurate. You indemnify us for any loss we suffer if you do not have sufficient funds to make the international money transfer. You authorise us to debit any of your accounts with us for any amount you indemnify us for under these terms and conditions.
9. Australian Unity Bank may delay, block, freeze or refuse to make an international money transfer where Australian Unity Bank has reasonable grounds to believe that making the international money transfer may breach Australian law or the law of any other country. Any international money transfer we make for you may be affected by certain laws and regulations. International money transfers may be interrupted, prevented, delayed or otherwise adversely affected, fully or partially, because of such laws or regulations. This includes instances where we or any Other Banks consider that a law or regulation may apply, or where a government or regulatory authority says that a law or regulation may apply. It is entirely your risk if any international money transfer to be made or received by you is affected by law or regulations. We are not obliged to contest or challenge any act of any government or regulatory authority.
10. You may be required to provide additional information regarding your international money transfer. If you do, you agree that all information may be passed on by Australian Unity Bank to third parties as required. Where your international money transfer is delayed or cancelled due to a request to provide additional information, you indemnify Australian Unity Bank for any loss you incur due to the delay or cancellation of your international money transfer.
11. Australian Unity Bank may contact you to discuss details of your international money transfer where Australian Unity Bank suspects suspicious behaviour, fraud, or a scam and may decline to process your international money transfer if it believes in good faith that processing the international money transfer may result in a loss to you or Australian Unity Bank. Australian Unity Bank will not be liable for any loss or damage suffered where it has refused to process an international money transfer in good faith.
12. The international money transfer will be made to the beneficiary account number you provide on the [Request for International Money Transfer Form](#). The receiving institution may not check that the beneficiary's name you provide on this form matches the beneficiary account number you provide on this form. It is therefore essential that you check that the beneficiary account number you provide is correct. Australian Unity Bank is not liable for any loss resulting from errors in the beneficiary account number you provide. Please note that we will only rely on the bank account number. We do not rely on the bank account name. We do not check that the payment details are correct or that the account name matches the account number. If you provide us with incorrect information, it may not be possible to recover the amount of the international money transfer from the incorrect recipient.
13. The time taken to process international money transfers to overseas destinations is beyond Australian Unity Bank's or Convera's control and as such, neither Australian Unity Bank nor Convera will be liable for any loss or damage directly or indirectly resulting from any delay incurred.
14. If you want to amend or recall an international money transfer you have requested, please contact Australian Unity Bank on 1300 790 740 immediately. If the international money transfer has been made, the beneficiary must authorise the recall and should the beneficiary choose not to give debit authority, the recall will not be successful.
15. Australian Unity Bank will accept the return of your international money transfer if it is returned. The amount returned may be less than the amount initially sent due to overseas bank charges or current market exchange rates applied to the returned amount. Australian Unity Bank will not be liable for any losses or damage as a result of a returned international money transfer. Other institution fees may apply for sending a trace or recalling an international money transfer.
16. To the extent permitted by law, Australian Unity Bank and Convera will not be liable for any loss or damage (including loss or damage arising due to variations in foreign exchange rates) directly or indirectly resulting from: (a) delays in Australian Unity Bank or any other institution making the international money transfer; (b) any act or omission of any other institution; or (c) Australian Unity Bank acting on your instructions.

**OFFICE USE ONLY**

**Processing Officer signature**

X

Name

Dated

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**Authorising Officer signature**

X

Name

Dated

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**Return by post**

Please send the completed form along with original certified copies of applicants identifications to:

Australian Unity Bank  
Reply Paid 1801, Melbourne VIC 3001  
(No stamp is required)



**Email**

bankingsupport@australianunity.com.au

**Contact us**

**1300 790 740**  
**australianunity.com.au**