

SUPPLIER DETAILS REQUEST

Complete this form by typing in UPPER case only (email addresses excepted)

University of Sydney Students do not need to complete this form but must update their personal and banking details in Sydney Student

Add New Supplier: Amend Existing Supplier: Date:

Supplier Details:

Supplier Name:

ABN (Australia Only) No ABN complete Statement by Supplier Form (ATO website)

Supplier Contact Details:

Address 1

Address 2

Address 3

City Postcode / ZIP Code

State: Country

Telephone (STD/IDD):

Email Address (Remittance)

Email Address (Orders)

Bank Details:

Bank Name

Branch Address

Account Holder's Name

Australian Bank Details

(Bank Code)

(Branch Code)

(Account Number)

International Bank Details:

Account Number

IBAN*

IBAN required for EURO payments

SWIFT / BIC Code

Routing Number/Transit Code* CNAPS Code*

9 digit Routing number/Transit Code is only required for US/Canadian Banks

CNAPS Code is required for transfer to China where payment currency is CNY/RNB

Further credit to*

Payment instructions for wire transfer via an intermediary account

Payment Currency

Terms & Conditions for EFT or Wire Transfers

- 1 Payments by the University of Sydney will be made by EFT or Telegraphic Transfer.
- 2 Changes in the above particulars are to be notified immediately to Central Accounts Payable, The University of Sydney.
- 3 The above-named Business agrees to repay to the University of Sydney on demand any payments credited to the Business in error. The University of Sydney reserves the right to set off the amount of any overpayment made in error against any future debt or liability owing to the University of Sydney by the Business.
- 4 The University of Sydney reserves the right to terminate or suspend EFT or Telegraphic Transfer payments if the bank details are incomplete or incorrect.
- 5 The University of Sydney standard payment term is 30 days from the invoice date.

I agree to the above conditions.

Name

Signature/Date