

BANKING AUTHORITY

STUDENT / VISITOR BANKING AUTHORITY FORM

Purpose of Form

This form is to be used by a student or visitor to request or amend their banking details for the purpose of receiving advances or reimbursements from Financial Services. The University's method of payment is by Electronic Funds Transfer (EFT). The form is not for use in relation to payments from Human Resources.

This form can be completed online and/or downloaded and completed manually.

Once completed please forward to Financial Services

Email: accounts.payable@adelaide.edu.au

Post: Level 3, 50 Rundle Mall Plaza, Adelaide SA 5005

Telephone number for enquiries: 08 8313 7898

*denotes mandatory fields

STUDENT / VISITOR DETAILS (PLEASE USE BLOCK LETTERS IF COMPLETING BY HAND)

*Student / Employee ID: _____ School/Branch:

Title: Family name: Given names (in full):

CONTACT NUMBERS (PLEASE PROVIDE AT LEAST ONE CONTACT NUMBER AND EMAIL ADDRESS)

Home Phone:

Work Phone:

Mobile:

*Email Address:

DEPOSIT ACCOUNT (BSB AND ACCOUNT NUMBER ARE MANDATORY FIELDS)

Effective date:

Name of financial institution: Branch:

*BSB: _____ *Account no (maximum 9 digits): _____

Unchanged from existing details

New details

Replace existing details

AUTHORISATION (SIGNATURE IS REQUIRED)

Student / Visitor Authority

I hereby give the University of Adelaide authority to credit all monies due to me to the account specified above. This authority remains in effect until cancelled in writing.

*Signature: Date: