



Client Application Form:

V3 Own Merchant Facility

Payrix Australia
ABN: 63 135 196 397
Australian Financial Services Licence No. 418105

BUSINESS INFORMATION

Full Legal Name (including Trustee if applicable):

ABN:

Trading Name:

Business Location Address:

Suburb:

State:

Postcode:

Business Phone:

Business Fax:

Business Website : www.

Preferred Business Email:

Primary Contact:

Position / Title:

Phone:

Mobile:

Email:

Secondary Contact:

Position / Title:

Phone:

Mobile:

Email:

FEE SCHEDULE | ECOMMERCE PAYMENTS INTEGRATED WITH V3

All fees listed include GST

Transaction Fee	Per transaction	\$0.99
Amex Merchant Fee	Calculated on value of transaction	4.40%*

*Only charged if you apply for the optional Payrix Amex Merchant Facility

SETTLEMENT AND BILLING ACCOUNT DETAILS (direct debit request)

Direct Debit is not available on the full range of accounts – if in doubt please refer to your financial institution.

Financial Institution: Branch:

Settlement Account Name:

BSB Number: — Account Number:

X

Authorised signature of account

/ /
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I / We authorise Payrix Australia Pty Ltd ABN 63 135 196 397, User ID 382220, to debit my/our account at the Financial Institution identified above through the Bulk Electronic Clearing System (BECS) in accordance with this Direct Debit Request and as per the DDR Service Agreement provided.

OWN MERCHANT FACILITY DETAILS All fees listed include GST

Complete the following information. If unsure, refer to Own Merchant Details Guide below.

NB: Ensure merchant is a MOTO/e-Commerce merchant and not a POS merchant facility (EftPOS/ Swipe Terminal)

OWN VISA/MASTERCARD MERCHANT ACCOUNT DETAILS

Merchant Bank:

- Westpac ANZ Bank West CBA NAB
 St George Bank SA Bank of Melbourne Macquarie Bank Citi Bank

Name of Merchant:

Merchant ID: Terminal ID:

CAIC ID (relevant for Commonwealth Bank accounts only):

OWN AMEX MERCHANT ACCOUNT DETAILS

AMEX Merchant ID:

Tick the box below if you do not have your Own AMEX Merchant Facility and wish to apply for Payrix Australia's AMEX

Provide me with an Payrix Australia AMEX Merchant Facility

OWN MERCHANT DETAILS GUIDE

The following is a guide of the required information for each supported merchant provider

If you are unsure or unable to locate any of the requested information please contact your merchant bank.

Westpac: Merchant ID – 8 digits. Terminal ID – 8 digits – same as Merchant ID.

ANZ: Merchant ID - 7 digits (sometimes 6). Terminal ID – same as Merchant ID

Bank West: Merchant ID – 14 digits (begins with 422985) Terminal ID – 8 digits.

CBA: Merchant ID – 16 digits (starting with 5353...). Terminal ID (CATID) – 8 digits

CAIC ID – 15 digits (starting with 3110...)

NAB: Merchant ID – 8 digits (referred to as EB Number). Terminal ID – 6 characters (Y1T...).

St George: Merchant ID – 15 digits (begins with 0579). Terminal ID – last 7 digits of merchant ID

Bank SA: Merchant ID – 15 digits (begins with 0579). Terminal ID – last 7 digits of merchant ID

Bank of Melbourne: Merchant ID – 15 digits (begins with 0579). Terminal ID – last 7 digits of merchant ID.

Macquarie Bank: Merchant ID – 15 digits (begins with 71010). Terminal ID – 8 digits (begins with 3).

Citi Bank: Merchant ID – 15 digits (begins with 5349). Terminal ID – first 4 letters of trading name followed by 'CITI'.

- If you have selected to use your Own Merchant, please ensure that your merchant facility is a MOTO / e-Commerce merchant type that supports Card Not Present transactions. POS merchants that accept Card Not Present transactions are not suitable.
- You must inform your bank that the merchant account will be connected to the SecurePay Network for payment processing.
- Failure to ensure your merchant account is of the correct type or has been set up correctly will result in a delay.

APPLICANT ACCEPTANCE

By completing and submitting this Application Form, the Business (as well as Directors and Authorised Signatories) warrants that the information and representations contained herein is a true and accurate record of the affairs of the Business and acknowledges that it has read and considered the Payrix Product Disclosure Statement and Financial Services Guide and relevant Tri-Party Agreement published on our website, <https://www.payrix.com/au>, and agrees to be bound by all the Terms and Conditions set out therein, as well as in this Application Form. The Business acknowledges and agrees that Payrix may or may not, in its discretion, accept this Application. The Business authorises Payrix to use the business trading name as indicated within this Application as the statement identifier for all transactions processed from customer banking and card accounts on our behalf.

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D		M	M		Y	Y	Y	Y

Name of Business or Individual:

Executed by the company named above in accordance with Section 127 of the Corporation Act 2001 (Cwth)

ABN:

X

Signature of Director 1

Full Name

Date of Birth

Residential Address

Suburb

State Pcode

X

Signature of Director 2 (if applicable)

Full Name

Date of Birth

Residential Address

Suburb

State Pcode

SUPPORTING DOCUMENTS REQUIRED

Please provide supporting documents required for your application. All document requests are mandatory, unless specified below. In some instances, Payrix may contact you for further documentation.

1. Verify bank account

IntegraPay needs to verify your bank account details. We partner with Australian company illion to confirm the account name, number and BSB from your online banking. No financial or transaction information is disclosed. This is a highly secure process, your login details are never seen or stored.

I/we have logged on to <https://account-flow.proviso.com.au/iframe/start/INTE> to confirm my account name, number and BSB for IntegraPay's verification process.

Alternatively, please provide a copy of your most recent Bank Statement if you prefer not to verify your bank account via the above method; however we cannot accept screenshots or transaction listings.

**2. Identification**

For all Directors, provide a clear, colour and current copy of ONE of the following:

- a) Current Drivers licence - both sides - (Australian only) or
- b) Current Passport (Australian or New Zealand only)

We will then confirm identification with the Australian Government's Document Verification Service (DVS). This is a national online identification system, for more details visit the DVS website.

Before uploading, you must agree to the two points below for your application to proceed:

- I am authorised to provide a copy of this identification.
- I understand that this identification will be checked with the Australian Government's Document Verification Service.

For all Directors, provide a clear, colour and current copy of drivers licence (both sides) OR Passport here

**3. Trust deeds (optional, unless you are a Trust)**

If your organisation is a Trust, you will need to provide a copy of your Trust Deeds.

Full Trust deed is not required, the front page, recitals and signing page of the trust deed is sufficient.

Upload a clear copy of your Trust Deed



Please note: Supplying the above documents does not constitute automatic approval.

LODGEMENT PROCESS

- Forward the completed Application Form and other requested documentation to Payrix Australia Pty Ltd via email to sales@payrix.com.au
- If your Payrix Application is not fully completed or required documentation is not provided, there may be processing delays.
- Please contact Sales on **1300 592 283** for any enquiries relating to your Application.

DDR SERVICE AGREEMENT**1. Debiting your account**

1.1 By providing us with a direct debit request, you have authorised us to arrange for funds to be debited from your account. This authority is irrevocable while you have any liability to us under the written agreement for the payment services. You should refer to the direct debit request and this agreement for the terms of the arrangement between us and you.

1.2 We will only arrange for funds to be debited from your account authorised in the direct debit request as detailed in clause 4, 5 and 10 of the Payrix terms and conditions.

1.3 If the debit day falls on a day that is not a business day, we may direct your financial institution to debit your account on the following business day

2. Changes by us

2.1 We may vary any details of this agreement or a direct debit request at any time by giving you written notice. We will give you at least 30 days prior notice of the introduction of a fee or charge. We will give you at least 14 days prior notice of any other change.

3. Your obligations

3.1 It is your responsibility to ensure that there are sufficient clear funds available in your account to allow a debit payment to be made in accordance with the direct debit request.

3.2 If there are insufficient clear funds in your account to meet a debit payment:

3.2.1 You may be charged a fee and/or interest by your financial institution

3.2.2 You may also incur fees or charges imposed or incurred by us; and

3.2.3 You must arrange for the debit payment to be made by another method or arrange for sufficient clear funds to be in your account by an agreed time so that we can process the debit payment.

3.3 You should check your account statement to verify that the amounts debited from your account are correct.

4. Dispute

4.1 If you believe that there has been an error in debiting your account, you should notify us directly confirm that notice in writing with us as soon as possible so that we can resolve your query more quickly. Alternatively, you can take this up with your financial institution directly.

4.2 If we conclude as a result of our investigations that your account has been incorrectly debited we will respond to your query by arranging for your financial institution to adjust your account (including interest and charges) accordingly. We will also notify you in writing of the amount by which your account has been adjusted.

4.3 If we conclude as a result of our investigations that your account has not been incorrectly debited we will respond to your query by providing you with reasons and any evidence for this finding.

5. Accounts

5.1 You should check:

5.1.1 With your financial institution whether direct debiting is available from your account as direct debiting is not available on all accounts offered by financial institutions.

5.1.2 Your account details which you have provided to us are correct by checking them against a recent account statement; and

5.1.3 With your financial institution by completing the direct debit request if you have any queries about how to complete the direct debit request.

6. Confidentially

6.1 We will keep any information (including your account details) in your direct debit request confidential. We will make reasonable efforts to keep any such information that we have about you secure and to ensure that any of our employees or agents who have access to information about you do not make any unauthorised use, modification, reproduction or disclosure of that information.

6.2 We will only disclose information that we have about you:

6.2.1 to the extent specifically required by law; or

6.2.2 for the purpose of this agreement (including disclosing information in connection with any query or claim)

7. Notice

7.1 If you wish to notify us in writing about anything relating to this agreement, you should write to:

Client Success Manager
Payrix Australia Pty Ltd,
PO Box 6290,
Upper Mt Gravatt QLD 4122

DEFINITIONS

Account means the account held at your financial institution from which we are authorised to arrange for funds to be debited. **Agreement** means this Direct Debit Request Service Agreement between you and us.

Business day means a day other than a Saturday or a Sunday or a public holiday listed throughout Australia.

Debit day means the day that payment by you to us is due.

Debit payment means a particular transaction where a debit is made.

Direct debit request means the Direct Debit Request between us and you.

Payment services means the service we provide that allows you to accept nominated direct debit, credit card or debit cards for certain transactions authorised by us pursuant to a written agreement between us and you.

Us or we means Payrix Pty Ltd as you have authorised by signing a direct debit request.

You means the customer who signed the direct debit request.

Your financial institution is the financial institution where you hold the account that you have authorised us to arrange to debit.