

# ADVICE OF BANK DETAILS

<b>Surname</b>	<b>Given Names</b>	<b>Payroll No.</b>

Please arrange to have my net pay deposited to the following bank account(s) until further notice:

**THIS ADVICE SUPERSEDES ANY PREVIOUS ADVICE.**

**Accordingly please ensure all bank deposit details are contained on this form.**

<b>WHOLE OR REMAINDER OF PAY BANK ACCOUNT (NET PAY ONLY – NO CREDIT CARDS)</b>	
BANK NAME:	_____
BRANCH ADDRESS:	_____
BSB No.: (Branch No. - Must be 6 Digits)	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
ACCOUNT No.: (Maximum 9 Digits)	<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"/>
ACCOUNT NAME: (e.g. John J Smith)	_____

In additional I wish to also have the following amounts deducted from my pay and deposited into the corresponding bank accounts until further notice:

<b>DEDUCTION BANK ACCOUNT (FIXED AMOUNTS ONLY – NO CREDIT CARDS)</b>	
<b>BANK ACCOUNT 2</b>	
FORTNIGHTLY AMOUNT:	\$ _____
BANK NAME:	_____
BRANCH ADDRESS:	_____
BSB No.: (Branch No. - Must be 6 Digits)	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
ACCOUNT No.: (Maximum 9 Digits)	<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"/>
ACCOUNT NAME: (e.g. John J Smith)	_____

<b>BANK ACCOUNT 3</b>	
FORTNIGHTLY AMOUNT:	\$ _____
BANK NAME:	_____
BRANCH ADDRESS:	_____
BSB No.: (Branch No. - Must be 6 Digits)	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
ACCOUNT No.: (Maximum 9 Digits)	<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"/>
ACCOUNT NAME: (e.g. John J Smith)	_____

<b>BANK ACCOUNT 4</b>	
FORTNIGHTLY AMOUNT:	\$ _____
BANK NAME:	_____
BRANCH ADDRESS:	_____
BSB No.: (Branch No. - Must be 6 Digits)	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
ACCOUNT No.: (Maximum 9 Digits)	<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"/>
ACCOUNT NAME: (e.g. John J Smith)	_____

**This advice will commence the next available pay.**

**EMPLOYEES SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**PLEASE FORWARD THIS FORM TO HUMAN RESOURCES FOR PROCESSING**