

**REMITTANCE FORM**

**Request for Transfer of Funds / SWIFT Transfer  
 STAR INSTA TRANSFER2INDIA**

Branch Manager  
 10 Manukau Road, Epsom Auckland  
 Email: boinz.operations@bankofindia.co.in  
 Phone: +64 9 926 5797 Fax: +64 9 926 5719

**For Office Use**

TXN No: 17980RTT/SNZ \_\_\_\_\_  
 TRAN ID: \_\_\_\_\_  
 BKIDH: \_\_\_\_\_  
 Entered by: \_\_\_\_\_  
 Verified by: \_\_\_\_\_

**BENEFICIARY DETAILS**

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ A/C.No.: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Bank: \_\_\_\_\_ Beneficiary Bank's IFSC Code (if applicable): If through Swift then Swift Code  
 \_\_\_\_\_  
 Branch Address: \_\_\_\_\_ Correspondent/Intermediary Bank's BIC/Swift Code  
 \_\_\_\_\_  
 PIN: \_\_\_\_\_ (if applicable): \_\_\_\_\_

**REMITTANCE DETAILS**

Amount to be remitted \$ \_\_\_\_\_ Purpose of Remittance (Pl. tick):  
 Commission \$ \_\_\_\_\_  Savings/Investment  Charity  
 Cash handling charges \$ \_\_\_\_\_  Family Maintenance  Others (Pl specify):  
 Swift/Postal charges \$ \_\_\_\_\_  Business Remittance  
 Total \$ \_\_\_\_\_ Special Instructions (if any): \_\_\_\_\_  
 Exchange Rate: \_\_\_\_\_ Total Amount received: \_\_\_\_\_  
 Foreign Currency Amount : \_\_\_\_\_ Teller Signature & Seal: \_\_\_\_\_

**DECLARATION & REMITTER DETAILS**

Please debit my/our Account number for the total amount, or I/We tender cash/enclose cheques/bankers draft which may be collected by you as my authorised agent at my / our risk and responsibilities. I/We undertake to pay any additional charge that may be incurred by you on my/our behalf for any subsequent correspondence relating thereto. I have read and agree to the terms and conditions mentioned overleaf / available on [www.bankofindia.co.nz](http://www.bankofindia.co.nz)

Name: \_\_\_\_\_ Date of Birth : 

D	D	M	M	Y	Y	Y	Y
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 Address: \_\_\_\_\_  
 Phone No: \_\_\_\_\_  
 Postcode: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 SOURCE OF FUNDS: 1. Withdrawal from another Bank  Account Number:  
 2. OTHER SOURCE (Pl. specify): \_\_\_\_\_ 

0	3	1	7	9	8														
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 If you don't have the A/c with us please provide:  
**Proof of Identity** (Any one, Original required for verification)  
 Current valid passport  
 Full NZ photo card driving license  
**Proof of Address** (Any one, not older than 3 months, Original required for verification)  
 Utility bill  
 Bank statement

**Terms and conditions**

These terms and conditions apply to the provision of remittance services to you (including, without limitation, the making or receiving of a remittance on your behalf ("Services").

**Making a remittance request**

You may only use the Service for bona fide transactions and no remittance request may in any way relate to illegal activities, and/or constitute a money laundering offence under Anti-Money Laundering and Counterterrorism Act 2009.

**Processing a remittance**

Where an account with us is to be debited with any payment (including, without limitation, any charges), you authorised us to debit that account for the amount payable.

We will only process your remittance request once we have received clear funds in our account and (where applicable) a duly completed and signed remittance form.

Submissions of your remittance request to us is not confirmation the request is successful and has been completed. Where we are unable to process your request we will attempt to contact you.

Remittance requests will only be processed on business days during usual business hours. If you submit a remittance request outside these hours, this will be processed on the next business day subject to funds being available in your nominated account (if applicable). If the date of your remittance request is a bank holiday in India, the funds will be credited the next day that is not a bank holiday. We will notify you once your request has been processed.

**Exchange rates**

The exchange rate prevailing at the time the remittance request is processed will apply to your request.

If there is an error with a remittance, we will usually be notified. If this occurs and you choose to have the money returned back to your bank account, you acknowledge that you could incur losses from the foreign exchange conversion.

You undertake that you will only make remittance payments on your own behalf as principal.

**Limitations of liability**

If an incorrect account number is quoted, the payee bank might credit that account (if a valid number) notwithstanding that it is not in the name of the stipulated payee, without any responsibility on their part. Further, some payee banks when requested to do so do not separately advise the payee of a credit to their account. We will not be responsible for such actions.

Funds deposited by you in Indian bank account are subject to rules and regulations applicable in India for such accounts. You agree that they are acceptable to you.

The following paragraph applies subject to and provided we have, unless the transaction is for a business purpose, complied with its obligations under the Consumer Guarantees Act 1993. We:

may decline to act or delay in acting on any instruction given in connection with the Service where we consider that we have a good reason to do so;

will not be liable for any claim that arises from acting reasonably in accordance with your instructions in connection with the Service;

will not be liable for any loss suffered by you or a third party due to any of the matters outside our control (including, without limitation, machine failure, system failure or strikes, or Service unavailability due to market conditions);

will not be liable for any loss suffered by you or a third party due to any of the matters or circumstances referred to in these terms and conditions;

accepts no liability for the loss or destruction of, or delay in processing of, any instructions or documents relating to the Services;

accepts no liability for any delay in transferring funds to or from your accounts.

You consent and undertake that you will not make a claim of any kind in any jurisdiction against us or our successors/assignees/agents in respect of any delay, loss, damage, cost or expense you may suffer, incur or sustain directly or indirectly in relation in the circumstances set out immediately above.

To the maximum extent permitted by applicable law, our liability for loss of any kind which cannot be excluded by reason of applicable law is limited to reimbursement of any fees paid to us for the supply of the adversely affected Service.

**Disclosure of Information**

You agree that we may use or disclose any personal or other information about you or the Services or any person connected in any way with the Services to any payee's bank or regulatory authority for any purpose which we or the payee's bank considers necessary or desirable in connection with any laws, regulations or the Services. You agree to provide any such information to us on request. Such information may include, but is not limited to, names, addresses, method of payment, account number debited for payment, reason for payment and method of identification (including any identifying numbers from evidence of identification). If you fail to provide such information you acknowledge that supply of the Services may not be completed.

**Indemnity**

In consideration of us acting upon a request which appears to its reasonable satisfaction to have been made in accordance with authorities held by us, to the extent permitted at law you indemnify us against all losses, claims and expenses that we may incur by reason of acting upon the request, and without further authority or enquiry we may debit the account(s) set out in such request, with all such claims and expenses whether such account(s) is/are or may become overdrawn, you will pay interest at the rate(s) normally charged by us. Any payment we make in accordance or purported accordance with the request shall be conclusive evidence that we were liable to make such payment.

**Variation**

We may vary, add to, delete, or replace these terms and conditions unilaterally from time to time. We will give you at least 14 days' notice of any such variation, unless it is necessary in the circumstances for us to give a lesser notice period (for example, where it is necessary to protect the security of the Service). We have the right, in our sole discretion, by prior notice to change, suspend or cancel the Services.

**Bank of India (New Zealand) Limited**

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Bank of India (NZ) Limited is a wholly owned subsidiary of Bank of India | email: [boinz.operations@bankofindia.co.in](mailto:boinz.operations@bankofindia.co.in)  
[www.bankofindia.co.nz](http://www.bankofindia.co.nz)