



BusinessChoice Facility closure request form

Please add your information onto this form, print, and sign. Once complete, please submit this form to your Westpac representative or branch for verification and processing.

All fields are mandatory.

Complete this form if you want to close your BusinessChoice Cards Facility with the Facility number entered on this form (“**Facility**”), including all Cards issued to Additional Cardholders. Please tick (✓) the box below and complete Section 1. Westpac will then close the company/Facility listed below and any remaining open Cards.

Facility number

Note: This can be found on your BusinessChoice statement.

Business name

Please note that in accordance with the terms and conditions, the Business and Principal(s) (if any) remain liable for any outstanding debts of the Facility, even after termination, and it is the responsibility of the Business and Principal(s) (if any) to ensure that all Cards attached to the Facility are destroyed and any existing recurring payments are cancelled.

Close the above BusinessChoice Facility and all of the Cards attached to this Facility

Note: Cancelling this facility may require you take further actions as a result of closing the facility including:

- If you have a Business Credit Card Data Feed set up on this Facility, we’ll deactivate your current Data Feed and stop charging you fees from the next statement cycle.
- Any pending charges, fees, and interest may still be processed and must be paid according to your facility’s Terms and Conditions.
- You will need to contact merchants to cancel any recurring payments as these may be processed and charged (if applicable) in accordance with your facility’s Terms and Conditions.

Joint & Several Liability – The Principal(s) and Business are liable to the Bank jointly and severally for all amounts under the Facility, even after termination. This means each of the Principal(s) and Business may be solely liable for the whole outstanding amount even if they do not benefit equally under the Facility. If the Business constitutes more than one party (e.g. a partnership), each party is jointly and severally liable in accordance with the business’ structure.

Business Liability – The Business is liable to the Bank solely for all amounts under the Facility, even after termination. If the Business constitutes more than one party (e.g. a partnership), each party is jointly and severally liable in accordance with the business’ structure.

1. Business Authorisation – executed by the Business named in this form

This form must be signed in accordance with the current authorisation.

Westpac will not act on these instructions unless the signatories who sign this form are authorised to do so under the current authorisation and in the manner stated in the authorisation.

1.1 Authorisation (must be completed for all Facilities. Joint and Several Liability Facilities must additionally complete section 1.2).

By executing the form below, the Business declares the authorised signatories below have been authorised to execute the application on behalf of the Business requesting the changes set out in the form, by resolution passed at a legally constituted meeting of the Business in accordance with its constitution/rules, and requests Westpac to make the changes set out in the form.

Business name

ABN

ACN

and/or ARBN

By authorised signatory 1

Date

Print name

Title

BusinessChoice Facility closure request form.

By authorised signatory 2

X

Date

/ /

Print name

Title

Note: If a Sole Trader, the application must be executed by that Sole Trader. If a Partnership, the application must be executed by two partners. If a Company, the application must be executed in accordance with the *Corporations Act 2001* or the company's constitution or the replaceable rules (as applicable). If an Incorporated Association, the application must be executed in accordance with the association's constitution or the replaceable rules under the relevant law governing that Incorporated Association (as applicable). If a Trust, the application must be executed by the trustee(s) in their capacity as trustee. If the type of business is indicated as "Other" in Section 2 (e.g. Government Authority, Statutory Corporation, etc.) the application must be executed by an authorised person(s) in accordance with relevant laws which govern the entity.

1.2 Principal Authorisation (where the Facility has Joint & Several Liability)

If your details are out of date, please contact us before signing the below.

By signing below, the Principal(s) requests Westpac make the changes set out in this form.

Principal 1 Signature

X

Date

/ /

Principal 2 Signature

X

Date

/ /

Print Name

Print Name

PRIVACY STATEMENT

All personal information and credit related information we collect about you is collected, used and disclosed by us in accordance with our Privacy Statement which is available at westpac.com.au/privacy/privacy-statement or by calling us on 132 142. Our Privacy Statement also provides information about how you can make a complaint or access your personal information. You don't have to provide us with any personal information or credit information but, if you don't, we may not be able to process your application or request.

Westpac use only

The below fields are mandatory to be completed by the banker:

- Has the customer completed all of the required fields in this form?
- Westpac representative has verified signature(s) and that the form is signed in terms of authority held. Complete details below.

OR

- Where this form has not been signed in section 1, tick (✓) the box to confirm written authorisation (email/letter) has been obtained and signature(s) have been verified.

Banker name

Phone number

()

Email

Salary number

Signature

X

Date

/ /

Westpac staff only: Once verified, please email to commercialcards@westpac.com.au