

# ANFIN Stop payment form

This form may be lodged by:

**Post**

GPO Box 421 Brisbane QLD 4001

**Fax**

(07) 3835 2299

**Email**

askus@anfin.com.au

Helpful hints for completing this application:

- Please allow two business days for your request to be processed.
- Two current Authority to Operate Signatories must sign this form.
- If an Authority to Operate Signatory is new to your organisation they must complete a *Identification and Verification Reference* form and a *Changes to Authority to Operate Signatories* form before they can sign this form.
- An Authority to Operate Signatory is an individual, nominated by an organisation and approved by existing Authority to Operate Signatories, who can authorise ANFIN to initiate transfers, make enquiries and make changes relating to the organisation's ANFIN investments.

Please use BLOCK LETTERS in BLACK OR BLUE PEN ONLY and  tick required choices

**STEP 1 – YOUR DETAILS**

Client name

Client number

Nominate the ANFIN investment you wish to make a stop payment against

**STEP 2 – PLEASE TICK OPTION REQUIRED**

Stop cheque (Complete steps 3 and 5)

Stop direct debit (Complete steps 4 and 5)

**STEP 3 – CHEQUE DETAILS**

Date on cheque	Cheque number	Cheque amount	Payee details

**STEP 4 – DIRECT DEBIT DETAILS**

Supplier name

Date of last direct debit

Amount of last direct debit

Frequency of direct debit

Weekly

Fortnightly

Monthly

**STEP 5 – AUTHORISATION AND ACKNOWLEDGEMENT OF INVESTMENT HOLDER OR AUTHORITY TO OPERATE SIGNATORY**

By signing this form, I acknowledge that I have been provided with, and have read and understood, the ANFIN Terms and Conditions. The Terms and Conditions may be viewed at any time by visiting [www.anfin.com.au](http://www.anfin.com.au) and clicking on 'Resources'.

I/we the Authority to Operate Signatories of the investment, authorise these instructions.

**Investment Holder or Authority to Operate Signatory 1**

**Investment Holder or Authority to Operate Signatory 2**

Print full name

Print full name

Date

Client number

Date

Client number

**Office Use Only**

- Verified Authority to Operate Signatory 1 and 2
- Verified investment holder signatory
- Cheque search preformed
- Stop cheque in system
- Stop DD in system
- File electronically
- Original document stored in filing room

Processed by:

Date:

Reviewed by:

Date:

RIM.....
DATE .....
DOC TYPE: STOP PAYMENT .....
.....
ACCOUNT .....
REFERENCE .....
.....
INITIAL .....