

Convert foreign currency cheque/s application

Please complete this application form and attach your foreign currency cheque/s. Do not include cash.

Note: The average lifespan of foreign cheques is 6 months. Standard clearance times are up to 45 working days. **Cheques within 1 month of their expiry date will not be accepted for deposit.**

What are your personal details?

| | | | | | |
|--|--|----------------------|----------------------|----------------------|----------------------|
| Title | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss Other | <input type="text"/> | Member no. | <input type="text"/> | |
| First names | <input type="text"/> | | Surname | <input type="text"/> | |
| Street no. & name | <input type="text"/> | | | | |
| Suburb | <input type="text"/> | State | <input type="text"/> | Postcode | <input type="text"/> |
| Postal address (if different from above) | <input type="text"/> | | | | |
| Suburb | <input type="text"/> | State | <input type="text"/> | Postcode | <input type="text"/> |
| Home phone | <input type="text"/> | Work phone | <input type="text"/> | Mobile phone | <input type="text"/> |
| Email | <input type="text"/> | | | | |

What are your cheque(s) details?

1. Foreign cheque

Please note all foreign cheques need to be endorsed (with your signature) on the reverse to be accepted.

| | | | | | |
|----------|----------------------|----------------|----------------------|--------|----------------------|
| Currency | <input type="text"/> | Foreign amount | <input type="text"/> | Payee | <input type="text"/> |
| Drawer | <input type="text"/> | Bank | <input type="text"/> | Branch | <input type="text"/> |

2. Foreign cheque

Please note all foreign cheques need to be endorsed (with your signature) on the reverse to be accepted.

| | | | | | |
|----------|----------------------|----------------|----------------------|--------|----------------------|
| Currency | <input type="text"/> | Foreign amount | <input type="text"/> | Payee | <input type="text"/> |
| Drawer | <input type="text"/> | Bank | <input type="text"/> | Branch | <input type="text"/> |

Please sign below in black pen only

I confirm that I have read, understood and agree to abide by the conditions below.

- Teachers Mutual Bank Limited reserves the right to obtain reimbursement from me at any time if the foreign currency cheque/s are, or reasonably appear, to have been dishonoured.
- Cheque/s converting to:
 - \$10,000 AUD and under will be credited to my account in approximately 7-10 working days; and
 - over \$10,000 AUD will be credited to my account once funds have been received from the paying bank. This can take up to 45 days.
- A \$25 fee applies for each foreign currency cheque that converts to the equivalent of \$10,000 AUD and under. For each foreign currency cheque converting to over \$10,000 AUD, a \$50 fee applies.
- If the cheque/s is subsequently dishonoured, my account will be debited with the amount originally credited in addition to the paying bank's dishonour fees and any interest accrued on the deposit from the day the proceeds were credited to my account. The fee for each dishonoured cheque is \$35 or 2.5% of the face value of the foreign currency cheque (after it is converted into AUD) - whichever is greater.
- I am personally aware of the drawer of this cheque/s.
- If my foreign currency cheque/s is over \$10,000 AUD, I understand that the exchange rate is determined by the paying bank upon receipt of my cheque. Once the funds have been received by Teachers Mutual Bank Limited, I will be made aware of the exchange rate and my account will be credited.

Please attach:

Your foreign currency cheque

| | | | |
|-----------|----------------------|------|----------------------|
| Signature | <input type="text"/> | Date | <input type="text"/> |
|-----------|----------------------|------|----------------------|

| | | |
|-----------------|-----------------|----------------------|
| Office use only | Exchange rate | <input type="text"/> |
| | Member no | <input type="text"/> |
| | Operator no | <input type="text"/> |
| | Date actioned | <input type="text"/> |
| | Sig verified by | <input type="text"/> |

Returning this form



Teachers Mutual Bank Limited, Reply Paid 7501,
Silverwater NSW 2128

Faxed documents cannot be accepted