

This form is to be used for:

- **Students with overseas bank accounts (students with Australian domestic bank accounts update via myBankDetails (<https://apps.adelaide.edu.au/student/mybankdetails>) via the student portal).**
- **Visitors or non-staff members for the purpose of receiving Reimbursements or Other Payments.**

This declaration must be completed in accordance with Business Expenses Procedure (<https://students.adelaide.edu.au/student-services/business-expenses-procedure>) and should not be used in relation to payments from People & Culture.

Once completed and signed, this form must be attached to the Student Reimbursement form (if claimant is a student) or submitted to your local administrator for payment processing.

Section 1: Personal Details

Student ID:
First name(s):
Family name:
Date of birth:
Preferred email address:
Telephone number:
Address:

Section 2: Australian Domestic Deposit Account (all fields are mandatory)

Note: visitors and non-staff members only; students can provide bank account details for Australian accounts via Student Assist

Name of bank:	
Bank account name (account holder):	
BSB:	Account Number:

Section 3: International Deposit Account (all fields are mandatory)

If your bank does not accept payments in AUD, please provide intermediary bank account details in section 5

Name of beneficiary bank:	
Bank address:	
Country:	
Bank account name (account holder):	
Bank account number:	SWIFT code:

Section 4: Additional bank details – please review and complete as required

ABA Number (may be required for USA accounts):

IBAN (required for UK, European and other accounts):

IFSC (required for Indian accounts):

Canadian accounts - Institute number:

Transit number:

Section 5: Intermediary bank details (for international bank accounts where AUD is not accepted)

Name of intermediary bank:

Bank address:

Country:

Bank account name:

BIC/SWIFT Code:

International deposits – please select the currency to be deposited (must be accepted by your bank):

EUR USD CAD NZD

Other:

Section 6: Payee Authority I hereby give Adelaide University authority to credit all monies due to me to the account specified in this form. This authority remains in effect until cancelled in writing

Signature:

Date:

For assistance, please submit the General Enquiry – Finance form via the Services Hub, or contact your local administrator.