

Outward Payment Instruction (Faster Payment & CHAPs)

1. CUSTOMER DETAILS

Customer/
Business Name

Debit Account
Number

2. PAYMENT DETAILS

Payment Type (All payments over the faster payments limit will be sent as a CHAPs)

☒ Faster Payment (Personal, no fee. Business, tariff dependent) ☐ CHAPs (Personal £25.00. Business tariff dependent)

Payment Date

Amount

Amount in
Words

3. EXISTING BENEFICIARY ☐

Beneficiary
Name

Metro Bank
Beneficiary Ref.

4. NEW BENEFICIARY ☐

Beneficiary
Name

Account Type ☐ Personal Account ☒ Business Account

Beneficiary
Sort Code - -

Beneficiary Account Number

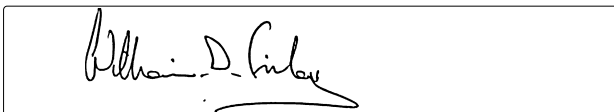
Payment Reference
(if applicable)

Payment Reference

Confirmation of Payee
Outcome Understood
(internal use only) ☐ Match ☐ Close Match ☐ No Match ☐ Not Checked

5. CUSTOMER SIGNATURE

Primary Applicant



Name

Date

Secondary Applicant



Name

Date

Outward Payment Instruction (Faster Payment & CHAPs) *(continued)*

6. SECURITY CALL BACK

We may need to call to confirm the validity of the payment instruction. Please detail below the authorised signatories from the bank mandate you would like us to call.

Full Name

Full Name

Please note if the account is two to sign we will need to speak with two of the authorised signatories.

FOR INTERNAL USE ONLY

- ☐ ID&V confirmed (refer to ID&V Matrix)
- ☐ Request fully input to T24
- ☐ Signature varies however I have verified the customer via system held photo

If applicable:

- ☐ HVT completed and attached
- ☐ Payment authorised or referred to CPU

Inputter Signature

Name

Date

Manager Signature

Name

Date

| | |
|-------------------------|--|
| Title | Metro Bank Mandate |
| File name | Metro Bank Mandate.pdf |
| Document ID | 1f2a41d150837c1b72b1cae23d73933647b7d801 |
| Audit trail date format | MM / DD / YYYY |
| Status | ● Signed |

Document History



SENT

02 / 08 / 2024

17:20:51 UTC

Sent for signature to William Finlay
(williamdfinlay@aol.com) from adam@carltonjames.co.uk
IP: 162.125.31.81



VIEWED

02 / 08 / 2024

17:35:11 UTC

Viewed by William Finlay (williamdfinlay@aol.com)
IP: 86.168.60.188



SIGNED

02 / 08 / 2024

17:49:49 UTC

Signed by William Finlay (williamdfinlay@aol.com)
IP: 86.168.60.188



COMPLETED

02 / 08 / 2024

17:49:49 UTC

The document has been completed.