



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

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