

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



Store

1. Customer details

Customer Name  Account Number

2. Payment details

Payment Type

- ☒ Faster Payment (No Fee) *Faster Payment Maximum Value = £100K. Payments of a higher value must be sent via CHAPs*  
☐ CHAPs (£17.50 Fee) *CHAPs Cut Off Time = 3PM. Payments received after this time will be processed Next Day*  
☐ Account To Account Transfer

Amount (GBP)  Date To Process

Amount in Words

3. Beneficiary information

Beneficiary Name   
Beneficiary Sort Code   
Beneficiary Account Number   
Payment Reference (if applicable)

4. Customer Signature

Authorised Signature

Date:

Authorised Signature

Date:

FOR INTERNAL USE ONLY - ID & V Confirmed

☐ Customer Photo ☐ Customer Signature ☐ 4Tress ☐ ID   
Input By:   
Signature:   
Date:   
Authorised By:   
Signature:   
Date: