



# FIRST INVESTMENT FINANCE LIMITED

PO Box 326 | Port Moresby | NCD | 121 | Papua New Guinea  
P: +675 321 7900 | F: +675 321 7907

## FOREIGN EXCHANGE APPLICATION FORM

APPLICATION FOR:		Date:
<input type="checkbox"/> International Telegraphic Transfer	<input type="checkbox"/> BUY AUD or USD Notes	<input type="checkbox"/> SELL AUD or USD Notes
<b>CURRENCY</b>	<b>AMOUNT</b>	
<b>BENEFICIARY NAME</b>		
<b>ADDRESS</b> (Show full street address)		
<b>BENEFICIARY ACCOUNT NUMBER, IBAN, etc.</b>		<b>BSB/SWIFT CODE/FEDWIRE/ROUTING/SORT CODE</b>
<b>BENEFICIARY BANK AND BRANCH</b> (Show full street address of branch)		<b>INTERMEDIARY BANK</b>
<b>APPLICANT MESSAGE TO BENEFICIARY</b> (Invoice number, student ID number, etc.)		

### KINA SETTLEMENT METHOD

Cheque .....  Direct Deposit .....  Direct Debit – A/C No. ....  Cash

I/We hereby authorize First Investment Finance Limited to make any enquires it deems necessary associated with this Application in relation to Anti-Money Laundering and/or Compliance.

Remitter:  Individual  Company

Name of Remitter: .....

Signature: .....

Name of Authorised Signatory: .....  
(Applicable for companies)

<b>OFFICE USE ONLY</b>	
<b>FOREIGN AMOUNT</b>	
<b>RATE</b>	<b>Received By</b> .....
<b>NET KINA</b> <b>K</b>	<b>Entered By</b> .....
<b>CHARGES</b> <b>K</b>	<b>Authorized By</b> .....
<b>TOTAL KINA</b> <b>K</b>	

**PURPOSE OF FUNDS (MANDATORY)**

**PARTICULARS OF PERSONAL AND SERVICE RELATED PAYMENTS**

- Communication Services
- Compensation of Employees
- Computer & Information Services
- Construction Services
- Cultural & Rec. Services
- Education
- Family Maintenance
- Gifts & Grants
- Government Services n.i.e
- Insurance
- Interest Payments (Excluding Loan)
- Licensing Fees
- Other Business Services
- Other Financial Services
- Superannuation Funds
- Transfers to offshore A/C
- Transportation
- Taxes

**PARTICULARS OF IMPORT RELATED PAYMENTS**

- Animals and vegetable oils, fats and waxes
- Beverages and tobacco
- Chemicals and related products, n.e.s
- Commodities and transactions not classified elsewhere
- Crude materials, inedible, except fuels
- Food & live animals
- Machinery and transport equipment
- Manufactured goods classified chiefly by material
- Minerals fuels, lubricants and related materials
- Miscellaneous manufactured articles

Other (Please Specify)

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

**OFFICE USE ONLY**

**Outward TT Checklist**

Please complete the following checklist by ticking Yes or No

- |                                    |                              |                             |
|------------------------------------|------------------------------|-----------------------------|
| Application is correctly completed | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Payment received                   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Signature Verified                 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

**Documents**

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| BOP Form Completed                          | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Invoice, Customs Form 15 and Bill of Lading | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Tax Clearance Form Provided                 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Other                                       | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

## WARNING – PROTECT YOURSELF FROM FRAUD AND SCAMS

Do you know whom you are sending money to?

When you send money, you should be absolutely certain that you know who your receiver (the beneficiary) is and what the transfer will be used for. Fraudsters and scammers target people using any means they can, often pretending to be from the government, banks or trusted organisations. Most scams are perpetrated by scammers contacting the victim online or via a telephone call.

If this payment is in relation to a recent online or telephone communication, are you satisfied that this is a legitimate payment request? If in doubt, please check or seek out independent assistance. Some examples where you should exercise caution before proceeding with a transfer include:

- To an individual you have only met online and not in person (for example, an online dating app).
- For an emergency situation you have not confirmed.
- For an online shopping purchase.
- For a deposit or payment into a pyramid or investment scheme.
- For anti-virus protection.
- For a deposit or payment on a rental property.
- For a charity donation.
- To resolve an immigration or visa matter.
- To claim lottery or prize winnings.
- To pay taxes.
- To pay for something in response to a telemarketing call.

Please note that in processing an international transfer, we will only rely on the bank account number and beneficiary bank details you provide. We do not rely on the bank account name. You should check the details provided carefully because if the payment is paid to an incorrect account and/or beneficiary, it may not be possible to recover it. Please note that we do not check that the payment details are correct or that the account name matches the account number. If you transfer money, the person you are sending it to gets the money quickly. After the money is paid, we may not be able to seek a refund, even if you are the victim of fraud, except under limited circumstances. If you are unsure, please speak to one of our friendly team members or you might like to visit:

<https://www.dia.govt.nz/Spam-About-Scams-and-Phishing#2>.

### Acknowledgment

I confirm, acknowledge and agree that:

These telegraphic transfer (“TT”) services are provided to you by First Investment Finance Limited.

Where applicable, fees may be associated with this TT request. In sending the TT, the services of certain correspondent, intermediary and beneficiary banks may be used to forward and process the transfer requests. The correspondent, intermediary and beneficiary banks may impose their own additional fees which may be deducted from the amount received by the nominated beneficiary.

I have read and understood the warning in section – Protect yourself from Fraud and Scam.

I have checked the bank account number and the beneficiary bank details are correct. This payment is undertaken at my own (sender’s) risk and First Investment Finance Limited disclaims all liability whatsoever for any delay, mistake, misinterpretation of instruction or omission which may occur with this TT.

I may be required to provide additional information regarding this payment, and I agree that all information may be passed on by us to First Investment Finance Limited to third parties as appropriate.

.....  
Signature

.....  
Date

### OFFICE USE ONLY

.....  
Staff member name

.....  
Branch name

.....  
Agent code

.....  
Phone number