



**BUREAU OF METEOROLOGY - FINANCE SECTION**  
**ELECTRONIC FUNDS TRANSFER AUTHORITY for BUREAU CREDITORS**

**Instructions:**

- 1. Please return completed form to Joel Blake  
(Financial Operations and Supply Section, Bureau of Meteorology, PO Box 1289K Melbourne, Vic 3001).  
Or fax to 03 9669 4254
- 2. Please complete all numbered questions in **Section A:**
- 3. Please use block letters.

**SECTION A:**

**COMPANY DETAILS**

1. Company Name .....

2. A.B.N  Registered for GST? Yes/No

3. Contact Name ..... 4. Contact Phone No. (.....).....

5. Contact email address .....

Preferred Terms of Payment .....

(The Bureau's normal trading terms are 30 days form date of receipt of invoice)

**FINANCIAL INSTITUTION DETAILS**

6. Financial Institution Name .....  
(eg Commonwealth Bank)

7. BSB No.  8. Account No.

(Companies outside Australia may substitute the SWIFT No. for BSB No.)

**REMITTANCE ADVICE DETAILS**

9. Do you wish to receive your Remittance Advice by fax or post? (Circle an option) Fax / Post

10. Remittance Fax Number (.....).....

11. Remittance Postal Address:

Street / PO Box .....

City ..... State..... Postcode

Signature of Authorised Officer ..... Date ...../...../.....

Authority / Position .....

**SECTION B: (for office use only)**

Vendor number .....

**Tick an Option**

<b>Fin. Inst. Type</b>	BK = Bank	<input type="checkbox"/>	CU = Credit Union	<input type="checkbox"/>	OS = Overseas	<input type="checkbox"/>
	BS = Building Society	<input type="checkbox"/>	MI = Miscellaneous	<input type="checkbox"/>		
<b>Output Type</b>	F = Fax	<input type="checkbox"/>	P = Print	<input type="checkbox"/>		

Date received ...../...../..... Date Actioned ...../...../.....

Actioned by ..... Date Applicant notified ...../...../.....