



# Core Agency

## Direct Credit Recovery Service Request (DCR)

This Service Request is subject to, and forms part of, the Banking Services Order between Westpac New Zealand Limited (**Westpac**) and the Core Agency listed below (**Banking Services Order**) entered into under the Services Agreement relating to the supply of transactional banking services dated 24 September 2015 between the Ministry of Business, Innovation and Employment and Westpac (**Services Agreement**).

### A. Details

Department Name \_\_\_\_\_

Date DD / MM / YYYY \_\_\_\_\_

Name of person requesting DCR: \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

### B. DCR Details

We are seeking the recovery of the following direct credit transactions as listed below paid from:

-

Original transaction was processed on: DD / MM / YYYY \_\_\_\_\_

Duplication was processed on: (if applicable) DD / MM / YYYY \_\_\_\_\_

Please note we can only attempt to recover transactions made within the last 120 days.

#### Transaction/s to be recovered

Account name	Account Number	Amount of Payment

Please deduct the fee of \$25 per transaction (minimum charge \$50) from:

-

Please note the fee will be charged regardless of whether DCR is successful.

Funds to be returned to: (if different from original paying account)

-

### C. Authority

I certify that all information supplied in this application is true, correct and complete in every respect.

Authorised Signatory FULL NAME \_\_\_\_\_

Signature \_\_\_\_\_

Date DD / MM / YYYY \_\_\_\_\_

Authorised Signatory FULL NAME \_\_\_\_\_

Signature \_\_\_\_\_

Date DD / MM / YYYY \_\_\_\_\_

### D. Completion

Please sign, date and scan this form and return to [govtsupport@westpac.co.nz](mailto:govtsupport@westpac.co.nz) or upload via Westpac Exchange at <http://govt.westpac.co.nz>

Please note the response can take up to 5 business days.