

## Personal and bank account details form

Please complete this form in FULL and return to [finance.astp@det.nsw.edu.au](mailto:finance.astp@det.nsw.edu.au). If any fields are left blank this form will be returned for resubmission which may result in a delay in processing your request.

### REQUEST TYPE

- New details as a potential contractor  
 New details as a potential Assisted Travel Support Officer

Update existing details as a:

Contractor ► Entity name: \_\_\_\_\_ ABN: \_\_\_\_\_

Assisted Travel Support Officer ► Employee ID: \_\_\_\_\_

### PERSONAL DETAILS

Title: \_\_\_\_\_ First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

### BANK ACCOUNT DETAILS

**This section is used to provide the account to which your payment is deposited.**

Name of bank, building society or credit union: \_\_\_\_\_

Branch where account is held: \_\_\_\_\_

Branch number (BSB – 6 digits): \_\_\_\_\_ Account number (9 digits): \_\_\_\_\_

Account name: \_\_\_\_\_

### DECLARATION

I authorise these details to take effect:  Immediately  From a designated future date: \_\_\_\_\_

First name: \_\_\_\_\_ Last name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_