

## Outward Payment Instruction (Faster Payment & CHAPs)

### 1. CUSTOMER DETAILS

Customer/  
Business Name

Debit Account  
Number

### 2. PAYMENT DETAILS

**Payment Type** (All payments over the faster payments limit will be sent as a CHAPs)

Faster Payment (Personal, no fee. Business, tariff dependent)  CHAPs (Personal £25.00. Business tariff dependent)

Payment Date

Amount

Amount in  
Words

### 3. EXISTING BENEFICIARY

Beneficiary  
Name

Metro Bank  
Beneficiary Ref.

### 4. NEW BENEFICIARY

Beneficiary  
Name

Account Type  Personal Account  Business Account

Beneficiary  
Sort Code

Beneficiary Account Number

Payment Reference  
(if applicable)

Payment Reference

Confirmation of Payee  
Outcome Understood  
(internal use only)

Match  Close Match  No Match  Not Checked

### 5. CUSTOMER SIGNATURE

#### Primary Applicant

Name

Date

#### Secondary Applicant

Name

Date