

**Outward Payment Instruction**  
(Faster Payments & CHAPs)



Store

**1. Customer details**

Customer Name  Account Number

**2. Payment details**

Payment Type

- ☒ Faster Payment (No Fee) *Faster Payment Maximum Value = £100K. Payments of a higher value must be sent via CHAPs*  
☐ CHAPs (£17.50 Fee) *CHAPs Cut Off Time = 3PM. Payments received after this time will be processed Next Day*  
☐ Account To Account Transfer

Amount (GBP)  Date To Process

Amount in Words

**3. Beneficiary Information**

Beneficiary Name   
Beneficiary Sort Code   
Beneficiary Account Number   
Payment Reference (if applicable)

**4. Customer Signature**

Authorised Signature

Date:

Authorised Signature

Date:

**FOR INTERNAL USE ONLY - ID & V Confirmed**

☐ Customer Photo ☐ Customer Signature ☐ 4Tress ☐ ID   
Input By:   
Signature:   
Date:   
Authorised By:   
Signature:   
Date: