

PAYMENT ORDER FORM

Reference: _____
Request Date: D / M / Y Y Y Y

DEPOSIT ACCOUNT INFORMATION

Name: _____ Use Block Letters Only
CIF Number: _____ Branch: _____
Account Number: _____ Product: _____
Contact No.: +880- Mobile +880- Telephone Email Address: _____
Request Type: ☐ Standing Instruction ☐ Direct Debit Instruction

Official Representative
Meridian Finance and Investment Limited

ACCOUNT HOLDER'S INFORMATION

Bank Account Name: _____ Use Block Letters Only
Bank: _____ Branch: _____
Account Number: _____ Account Type: _____
Routing Number:

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 Relation with Depositor: _____
Contact No.: +880- Mobile +880- Telephone Email Address: _____

PAYMENT INFORMATION

Currency & Amount: BDT ☐ Including Charges ☒ Excluding Charges
Frequency: ☐ Monthly ☐ Quarterly ☐ Half-yearly ☐ Annually ☐ Other (Specify) _____

First Payment on							
D	D	M	M	Y	Y	Y	Y

Regular Payment on							
D	D	of every month					

Last Payment on							
D	D	M	M	Y	Y	Y	Y

CONFIRMATION & AUTHORIZATION FROM CUSTOMER & ACCOUNT HOLDER

I/we authorize **Meridian Finance & Investment Limited (MFIL)** to give payment instruction from my/our beneficiary account as installment of my account maintained with MFIL. I/we having read and understood the terms and conditions of this instruction and will abide by it. I/we also confirm to keep available balance to the beneficiary account on/before due date.

Customer's Signature

Account Holder's Signature
(if customer and beneficial account holder is different)

CONFIRMATION FROM ACCOUNT HOLDER'S BANK

I/we confirm that the account name, number & routing number along with other information is correct and account mentioned here is active for execution of the payment.

Account Name: _____ Account Number: _____
Remarks (if any) _____

Signature from Bank Official

ACKNOWLEDGEMENT

Dear Customer:
We confirm having noted the above standing order subject to our terms and conditions overleaf.

Date

For Standard Chartered Bank

**TERMS AND CONDITIONS
GOVERNING PAYMENT INSTRUCTIONS**

1. Every DPS/MS/MMS account maintained with MFIL should be proceeded through DDI.
2. Every customer have to pay his/her first installment through cheque drawn from the same Bank account from which will be maintained as DDI execution account.
3. You will maintain sufficient balance in your account to enable the bank to carry out the standing order on the payment date.
4. On the date of payment, the Bank reserves the right to determine the priority of this payment order against cheques presented or any other existing arrangements made with Bank.
5. In case of a payment date falling on a holiday, the Bank will effect the Payment on the next working day.
6. If the account has insuffscient funds, the Bank is not obliged to advise the customer. It may nevertheless exercise it's discretion to remit the standing order in which case the customer must cover the overdraft immediately, or alternatively may or may not choose to execute the standing order at a later date.
7. If there are insufficient funds in the account for three successive months, irrespective of payment frequency, the Bank may cancel this instruction without any advice to the customer.
8. The Bank may terminate this standing order as to the future payments at any time after being advised by the beneficiary / beneficiaries that no further payment is required.
9. This order will remain effective notwithstanding the death or bankruptcy/liquidation of the customer until notice of such death or bankruptcy/liquidation or the revocation of this order is received by the Bank.
10. Any amendments/Cancellations should reach the Bank at least one week before the next succesive payment is due. A charge will be levied for any new standing order and for each subsequent amendment.
11. A commission charge will be levied for each periodic payment effected by the Bank. In addition, incidental postage and/or stamp duty, if applicable, will also be levied.
12. The Bank may, at its discretion, levy a charge for each payment not effected due to insufficient funds in the account.
13. Neither the Bank, nor its branches, correspondents, or agents are responsible for any loss delay, error or omission arising out of any mode of communication used for effecting these payments.

Customer's Signature

Account Holder's Signature

(if customer and beneficial account holder is different)