



# Direct Debit (SEPA) Restriction Application Form

TO ADD, AMEND OR REMOVE RESTRICTIONS AT ACCOUNT OR MANDATE LEVEL

Please complete in BLOCK CAPITALS using black or blue pen

Application Date

D D / M M / Y Y Y Y

Affix brand here

[Blank box for affixing brand]

To the Manager AIB

[Blank box for address]

I/We hereby authorise and request you to apply direct debit restriction changes on my/our account

N S C 9 3 - - Account Number

Or

IBAN

Restriction Type

Account Level Restriction Or Mandate Level Restriction

### Account Level Restriction

OIN

Account Restriction Type (only one option to be selected)

Add Blacklist Remove Blacklist Add Whitelist Remove Whitelist Blacklist All Remove Blacklist All

### Mandate Level Restriction

UMR

Mandate Restriction Type (please mark X in the below boxes e.g. Amount limit and Add/Remove)

Amount Limit Date Restriction Both Add Remove

Amount Limit € , .

From Date To Date

Signature

Signature

### Bank Use Only

Signature Verified

Staff Signature

Staff Number

[Blank box for staff signature]

# Instructions to assist you when completing a Direct Debit (SEPA) Restrictions Application Form

## Account Level Restrictions

Account level restrictions service can be used to restrict your account from being debited for SEPA direct debits or only allow specific originators from debiting your account. Through this service you can add/amend the below Account level Direct Debit Restrictions. Account level restrictions are set against your originators Originator Identification Number (OIN) which can be obtained from your SEPA Direct Debit Mandate or from your local branch.

Service	What's that mean
Add Blacklist	Blocking of specific OIN from debiting your account
Add Whitelist	Allowing specific OIN from debiting your account
Blacklist All	Blocking your account from all Direct Debit payments
Remove Blacklist	Removing specific OIN from Blacklisting
Remove Whitelist	Removing specific OIN from Whitelisting
Remove Blacklist All	Removing all account level restrictions from your account

## Mandate Level Restrictions

Mandate level restrictions service can be used to apply restrictions against your originator's Unique Mandate Reference (UMR) which is listed on your SEPA Direct Debit mandate or can be obtained from your local branch. Through this service you can add/amend the below Mandate level Direct Debit Restrictions.

Service	What's that mean
Amount Based	Restricting the amount that can be debited from your account eg. if the restriction is set as €50, then any Direct Debit payment greater than €50 will be rejected.
Date Restrictions	Restricting direct debit payments within a certain period e.g. if the restriction is set as 01-Feb-2014 to 30-Jun-2014, then any Direct Debit with payment date before 01-Feb-2014 or after 30-Jun-2014 will be rejected.
Both	Restricting direct debit payments with both Amount & Date Restrictions, i.e. direct debit payments which satisfy both the amount limit & date restrictions will be processed.

## Instructions to fill the application form

1. Only one application can be submitted for either Account Level or Mandate Level Restrictions.
2. To apply Account Level Restrictions for multiple accounts, a separate application form for each Account is required.
3. To apply Mandate Level Restrictions for multiple UMR's, a separate application form for each Mandate is required.
4. Only either Whitelisting or Blacklisting will be allowed against an account at any point of time.
5. Blacklist All service request can be submitted at any time despite existence of Whitelist or Blacklist.
6. For Blacklist All or Remove Blacklist All service, the OIN is not required.
7. In Mandate Level Restrictions, From Date should not be of less than next calendar day. i.e., if the application is submitted on 01-Feb-2014 then From Date should not be before 02-Feb-2014.
8. Account Level Restrictions will always take precedence over Mandate Level Restrictions.
9. Both Account & Mandate Level Restrictions should be applicable only for Incoming Direct Debits collections.