

Australian Money Order Enquiry (Fax)

Please use this fax-friendly version of the form if fax will be used to send the form to Money Orders Centre. Note, there is a digital-friendly version of this form to fill out if form is to be sent via e-mail. Complete all relevant sections, including the signature box in section 4 (by printing and signing) and then send the form to the Money Orders Centre.

Application for (Tick one box only)

- | | |
|--|--|
| <input type="checkbox"/> (A) A written advice of payment | Please complete
Sections 1, 2 and 4 |
| <input type="checkbox"/> (B) Purchaser requesting a refund / Payee requesting a replacement | Sections 1, 2 and 4 |
| <input type="checkbox"/> (C) Purchaser requesting replacement to be sent directly to original payee | Sections 1, 2, 3 and 4 |
| <input type="checkbox"/> (D) A replacement money order with funds payable to the original payee, to be sent out to purchaser | Sections 1, 2, and 4 |

Section 1: Details of Money Order

Money Order Number: Amount: \$ Issue Date:

NOTE: If you have the original Money Order please ensure that it is attached and forwarded with this form.

Issuing Post Office: State:

Payable to:

Replacement money orders and repayments are normally issued four weeks after the issue of the original money order.
Urgent requests will be considered ONLY if a written explanation of the circumstances is attached to this form.

Section 2: Applicant details

NOTE: Refund requests of \$1,000 or more will only be issued as replacement money orders in the original purchaser's name. Refunds under \$1,000 will be issued by direct deposit to the original purchaser's nominated bank account. Please complete the account details below.

Your Company Name: (If Applicable)

Your Name:

Street Address:

Suburb / Town: State:

Daytime Phone No: Postcode:

Email:

BSB: Account Number: (Refunds under \$1,000 only) (Refunds under \$1,000 only)

Section 3: Replacement Money Order payable to original payee

Name of Payee:

Street Address:

Suburb / Town: State:

Sender's Acc Ref No: (If Applicable) Postcode:

Section 4: Undertaking and signature

In consideration of you issuing me a replacement money order or making a direct deposit to my nominated bank account for the money order nominated above, which has been lost or destroyed, I undertake to indemnify and refund to Australia Post immediately on request by Australia Post the amount of the replacement money order should the original money order also be presented and paid. I acknowledge that Schedule 18A, of the Australia Post General Terms & Conditions empowers Australia Post to require and enforce this undertaking.

Date

Mail to: Money Orders Centre
Shared Services
GPO Box 5091
MELBOURNE VIC 3001

Fax: 03 8379 3898

Email: MoneyOrder.EnquiryForms
@auspost.com.au

For all other enquiries, please contact
us on 1300 362 030

Privacy Notice

Australia Post collects your personal information in order to process your Money Order enquiry or request. Without this information, we would be unable to provide you with this service. Your personal information is handled in accordance with the Australia Post Group Privacy Statement which outlines how to access and/or correct your personal information or make a privacy related complaint. For more information please visit www.auspost.com.au/privacy.

