

# Sterling Cheque Requisition Form

## Society of Australian Genealogists

120 Kent St, Sydney NSW 2000 Ph:(02) 9247 3953 Fx:(02) 9241 4872  
ACN 000 049 678 ABN 45 029 698 871

Your Name: \_\_\_\_\_

Your Address: \_\_\_\_\_

Member No: \_\_\_\_\_ Phone No: (Day) \_\_\_\_\_ (M) \_\_\_\_\_

- I agree:
1. That this cheque is required for genealogical purposes.
  2. All cheques supplied by the S.A.G under this scheme must be cleared within 6 (six) months.
  3. I will be responsible for any additional charges incurred by the S.A.G if this cheque is cancelled or lost and I understand that the current charge for a "Stop Cheque" is \$15.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name in which cheque is to be drawn: \_\_\_\_\_

Address to which cheque will be forwarded: \_\_\_\_\_

Purpose for which cheque is required: \_\_\_\_\_

Amount in Sterling (limit 200): \_\_\_\_\_

	EXAMPLE	YOUR CHEQUE
Amount in Sterling:	8.00	
Exchange Rate: (ring S.A.G to obtain):	0.39	
DIVIDE sterling amount by exchange rate:	8.00 / 0.39	
<b>SUBTOTAL:</b>	<b>\$20.51</b>	
ADD S.A.G Service Fee:	\$10.00	\$10.00
<b>AUD \$ amount to be forwarded to S.A.G:</b>	<b>\$30.51</b>	

Forward this completed form to the S.A.G at 120 Kent St, Sydney NSW, 2000. The Sterling Cheque will be mailed BACK TO YOU.

### OFFICE USE ONLY:

CHECKED BY	AUTHORISED BY	DATE of CHEQUE	HSBC CHQ. NO.