

Bank Guarantee Cancellation Form (Favouree Use Only)

Simply fill out a few details for us to process your request.



Purpose of form:

- Cancellation – where the Guarantee is no longer required

Visit our Group Privacy Statement www.commbank.com.au (search Privacy and follow the Group Privacy Statement link) or upon request from any branch of the Bank to learn more about how we handle your personal information. If you are providing personal information on behalf of other individuals, you must ensure you are authorised to do so and provide them with a copy of our Group Privacy Statement.

For more information, please refer to our Bank Guarantee: Favouree Fact Sheet

Section 1 – Details of the Bank Guarantee

What is the customer's name listed on the Bank Guarantee, including ABN/ACN?

What is the Favouree's name listed on the Bank Guarantee, including ABN/ACN?

Bank Guarantee Number	Bank Guarantee Amount	Issuance Method (paper/electronic)

Section 2 – Details of Request

☐ In reference to section 1, the Bank Guarantee is no longer required and can be cancelled.

Has the paper Bank Guarantee been lost/misplaced?

☐ Yes ☐ No

Bank Guarantee Number

The Bank Guarantee is lost/misplaced and if found, will be returned to the Bank and no further claims will be made on this Bank Guarantee as this is now considered null and void

Section 3 – Authorised Signatory Details

Authorised signatory 1

Full Legal Name

Title - if applicable (e.g. Director/Partner/POA including book and no.)

Company - if applicable

Contact Number

Email

Business Address

Signature

Date



Print off more copies as needed.

Authorised signatory 2

Full Legal Name

Title - if applicable (e.g. Director/Partner/POA including book and no.)

Company - if applicable

Contact Number

Email

Business Address

Signature

Date

Authorised signatory 3

Full Legal Name

Title - if applicable (e.g. Director/Partner/POA including book and no.)

Company - if applicable

Contact Number

Email

Business Address

Signature

Date

Section 3 – Authorised Signatory Details continued

Authorised signatory 4

Full Legal Name

Title - if applicable (e.g. Director/Partner/POA including book and no.)

Company - if applicable

Contact Number

Email

Business Address

Signature

Date



- At least one signatory per Favouree is required to sign. Where the Favouree comprises more than one party, at least one signatory per party is required to sign
- The Bank reserves the right to require proof of identity of any person acting on behalf of the Favouree. If the Favouree is an individual, a copy of their photo ID is required



Return Your Form

Once completed, please return you form by:

- Visiting your nearest Commonwealth Bank of Australia branch
- Contacting our Business Banking Team on 13 19 98 or your customer's Relationship Manager

Note: The original Bank Guarantee must be returned in person. If your request requires both a written notification (form) and original Bank Guarantee, please return the documents to your nearest Commonwealth Bank Branch.

The form can be executed and accepted by one of the below options:

- Electronically signed and returned via email or in person
- Print, signed and scanned form returned via email
- Print, signed and returned in person