



# Direct Debit (SEPA) Restriction Application Form

To add, amend or remove restrictions at account or mandate level

## How to complete the form

1 Please use a **BLACK** pen

2 Mark boxes like this    
 If you make a mistake, do this and mark the correct box

3 Please use **BLOCK CAPITAL**     
 **LETTERS** and leave **one** space between each word

Application Date

Day      Month      Year  
  /   /

To the Manager AIB

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

NSC   -   -   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 (—) in the below boxes e.g. Amount limit and Add/Remove)

Amount Limit  Frequency Restriction  Both  Add   
Remove

Amount Limit €    ,    ,    .

Please select frequency required: Weekly  Monthly  Quarterly  Annually

Signature

Signature

## Help in 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 does this 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 does this 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.
Frequency Restrictions	Restricting Direct Debit payments within a certain frequency e.g. if the restriction is set Monthly, then if a restricted Direct Debit attempts to collect more than once a month it 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.

### Important notes on filling out this application

- Only one application can be submitted for either Account Level or Mandate Level Restrictions.
- To apply Account Level Restrictions for multiple accounts, a separate application form for each Account is required.
- To apply Mandate Level Restrictions for multiple UMR's, a separate application form for each Mandate is required.
- Only either Whitelisting or Blacklisting will be allowed against an account at any point of time.
- Blacklist All service request can be submitted at any time despite existence of Whitelist or Blacklist.
- For Blacklist All or Remove Blacklist All service, the OIN is not required.
- The frequency restriction will come into effect for all collections received on the mandate after the restriction has been set up.
- The frequency restriction period is defined by calendar days (Monday - Sunday). For example, if a weekly restriction is set up and a collection is presented on Thursday in Week 1, the next collection will be accepted from Monday onwards the following week.
- By setting up a frequency limit on a direct debit mandate you are agreeing that you will not want to pay a direct debit more than that frequency. Any collection that is received breaching this frequency restriction will be returned unpaid, in full.
- The frequency restriction will remain in place until you request that it is removed.
- Account level restrictions will always take precedence over Mandate Level Restrictions.
- Both Account & Mandate Level Restrictions should be applicable only for incoming Direct Debit collections.

### For Bank Use Only

<b>Signature Verified</b> <input type="checkbox"/>	<b>Affix Brand Here</b>
<b>Staff number</b> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/>
<b>Staff Signature</b>	
<input type="text"/>	

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