

Payment procedure

In our Confirmation of Instructions, we may require you pay a deposit towards anticipated costs and disbursements. Depending on the size of the deposit, and type of work we are doing for you, your deposit may be held in our James & Wells Lawyers Trust Account and used on account of any fees / disbursements / costs you incur with us.

Payment of the deposit will be noted in your next statement of account. If you require a receipt for a deposit before your statement issues, please let us know.

We may require further deposits from you as the matter progresses. Any unused portion of a deposit will be refunded to you on completion or termination of our services.

For James & Wells New Zealand invoices payments can be made by:

- Cash
- Cheque (written out to James & Wells)
- Direct credit to our account (ANZ Account No. 06 0317 0475661 00 - please insert your file reference or invoice number as the reference)
- Telegraphic transfer (Swift Code: ANZBNZ22); or
- Credit card (we accept Visa, Mastercard, American Express and Diners Club). Online payments can be made at <http://www.jamesandwells.com/payments/>

Remittance can be emailed to accounts@jamesandwells.com

For James & Wells Australia invoices payments can be made by:

- Direct credit to our account (BSB: 013381, Account No. 319390151 - please insert your file reference or invoice number as the reference); or
- Telegraphic transfer (Swift Code: ANZBAU3M)

Remittance can be emailed to accounts.aus@jamesandwells.com

The address on your invoice will determine whether you have been sent an Australian or New Zealand invoice. Please contact us if you are unsure.

To assist in tracking your payment, it would be appreciated if you could advise us by email or phone once you have made your payment.