JAMES & WELLS

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:

- Direct credit to our account:
 Account Name: James & Wells Partnership
 Bankers: ANZ Bank New Zealand Limited,
 527 Victoria Street, Hamilton, New Zealand
 Account No. 06 0317-0475661-00 and if
 paying via Telegraphic Transfer our Swift
 Code is: ANZBNZ22 (please insert our file
 reference or invoice number as the
 reference); or
- Credit card: we accept Visa and Mastercard. Online payments can be made at www.jamesandwells.com/payments/

Remittance information to be emailed to accounts@jamesandwells.com

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

• Direct credit to our account:
Account Name: James & Wells Partnership
Bankers: Australia and New Zealand Banking
Group Limited (ANZ)
Bank Account Details: BSB: 013381, Account
No. 319390151 and if paying via Telegraphic
Transfer our Swift Code is: ANZBAU3M
(please insert our file reference or invoice
number as the reference); or

 Credit card: we accept Visa and Mastercard. Online payments can be made at

www.jamesandwells.com/payments/

Remittance information to be emailed to <u>accounts.aus@jamesandwells.com</u>

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.

Payments to the New Zealand Trust Account of James & Wells Lawyers can be made by:

Direct Credit to the Trust Account:

Account Name: James & Wells Lawyers

Bankers: ANZ Bank New Zealand Limited, 527 Victoria Street, Hamilton, New Zealand Account No. 06-0317-0517673-00 and if paying via Telegraphic Transfer our Swift Code is: ANZBNZ22 (please insert our file reference or invoice number as the reference)
Remittance information to be emailed to accounts@jamesandwells.com