

Irrevocable Payment Instructions

Who completes this form: The client, once the Paymaster Agreement is signed. Every payee must also pass KYC.

Fields marked * are required. You may type into this form before printing. Then print it, sign it by hand, scan it and upload it in the client portal at toppaymaster.com/portal/forms.

1. Agreement

Paymaster Agreement reference number *

Client name *

Depositor (who sends the funds) *

Total expected deposit *

Currency *

Do these instructions apply to each deposit separately? *

Yes: each deposit is split the same way. No: payments are made once from the

2. Payees

List payees in the order they are to be paid. The attorney's fee and bank charges are deducted first as stated in the Paymaster Agreement.

Payee 1

Payee full legal name *

The bank account must be in this exact name

Role in the transaction *

Amount or percentage to pay *

For example: \$250,000.00, or 2% of each deposit

Bank name *

Bank address (city and country) *

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN *

Name on the account *

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification *

Payee email

Payee 2

Payee full legal name

The bank account must be in this exact name

Role in the transaction

Amount or percentage to pay

For example: \$250,000.00, or 2% of each deposit

Bank name

Bank address (city and country)

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN

Name on the account

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification

Payee email

Payee 3

Payee full legal name

The bank account must be in this exact name

Role in the transaction

Amount or percentage to pay

For example: \$250,000.00, or 2% of each deposit

Bank name

Bank address (city and country)

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN

Name on the account

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification

Payee email

Payee 4

Payee full legal name

The bank account must be in this exact name

Role in the transaction

Amount or percentage to pay

For example: \$250,000.00, or 2% of each deposit

Bank name

Bank address (city and country)

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN

Name on the account

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification

Payee email

Payee 5

Payee full legal name

The bank account must be in this exact name

Role in the transaction

Amount or percentage to pay

For example: \$250,000.00, or 2% of each deposit

Bank name

Bank address (city and country)

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN

Name on the account

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification

Payee email

Payee 6

Payee full legal name

The bank account must be in this exact name

Role in the transaction

Amount or percentage to pay

For example: \$250,000.00, or 2% of each deposit

Bank name

Bank address (city and country)

SWIFT / BIC code

ABA routing number (U.S. banks)

Account number or IBAN

Name on the account

Intermediary bank and SWIFT, if any

Payment reference or memo

Payee phone for call back verification

Payee email

3. Conditions and balance

Conditions that must be met before payment, if any

Any balance after the payments above is paid to *

Balance details, if other

4. Terms

The Client instructs Law Office of Madaen to pay the funds it receives for the transaction as stated above, after deduction of the paymaster fee and bank charges. These instructions are irrevocable. They may be changed only by a written amendment signed by the Client and by each payee whose payment would be reduced or delayed.

Payments are made only from funds that have cleared into the trust account, only to an account in the payee's own name, and only after the attorney confirms the payee's details by telephone at the number above. No payment will be made to any person, bank or country subject to sanctions.

The Client confirms that each payee has a lawful right to the amount shown, that every payment is permitted in the countries involved, and that the account details above are correct. Law Office of Madaen is not responsible for delays or losses caused by incorrect details provided by the Client or a payee, or by the action of any bank.

If the funds received are less than the total expected, the attorney will pay in the order listed above unless the Client and the affected payees agree otherwise in writing.

☐ I give these irrevocable payment instructions and agree to the terms above.

Signatures

Sign by hand after printing, or with your PDF reader's signing tool. By signing, you confirm that everything in this form is true and complete and you agree to its terms.

Client (or authorized signer)	Printed name
	Title (if signing for a company)
Signature	Date

Attorney: Bahram Madaen, Esq., Law Office of Madaen	Printed name
	Date
Signature	

Supporting documents

If a payee has a written commission or fee agreement, please upload it. Each payee must also complete the KYC or KYB form before payment. Upload this signed form and your documents in the client portal at toppaymaster.com/portal/forms. If you cannot upload, call (714) 782-7275.