

Third Party Access – Company form

This form provides third party access for Australian companies and their authorised individuals to an existing AMP Bank customer's account(s).

If the third party has been authorised under a Power of Attorney, Certificate of Appointment of Trustee (of a bankrupt estate) or ASIC Form 505 – External Administration or Controllership Appointment, then an original certified copy of the document will need to be provided with this completed form. You can see the full list of acceptable identification documents and list of people who can certify documents or extracts at amp.com.au/identification.

Please print in CAPITAL LETTERS and place a cross in any applicable boxes.

1. Do you wish to add, change or remove a third party?

Add a new third party Change an existing third party Remove an existing third party

2. Account details

Please show the account number(s) which you authorise the third party to access or which your third party can currently access.

Note: All accounts listed must be in the same customer's name. If more than three accounts, please copy this page.

Full legal name of customer (ie Account Holder name)

Account number 1

Account number 2

Account number 3

3. Account holder details

Please include all account holders.

Note: If more than two individuals, please copy this page.

Account holder 1

Title Surname

Full given name(s)

Date of birth

Current residential address (a PO Box is not acceptable)

Suburb State Postcode

Country

Account holder 2

Title Surname

Full given name(s)

Date of birth

Current residential address (a PO Box is not acceptable)

Suburb State Postcode

Country

4. Details of new or existing third party – company

Full company name (as registered with ASIC)

ACN

Is the company proprietary or public? Proprietary Public

Registered office address (must not be a PO Box)

Suburb

State

Postcode

Country

Principal place of business – complete if different to registered address

Suburb

State

Postcode

Country

Mailing address – complete if different to registered address

Suburb

State

Postcode

Country

Industry in which company operates

Contact name (primary contact person)

Position

Contact phone number

Email address

5. Additional company information

Please complete the below, which is based on your company type.

5.1 Director details (only applicable for proprietary companies)


If your company is registered as a proprietary company, please complete for all directors of the company. For more than two directors, copy page and attach as separate copy.

Director 1

Title	Surname (last name)		
<input type="text"/>	<input type="text"/>		
First name	Middle name(s)		
<input type="text"/>	<input type="text"/>		
Residential address (must not be a PO Box)			
<input type="text"/>			
Suburb	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Country	Date of birth		
<input type="text"/>	<input type="text"/>		<input type="text"/>
Australian mobile number	Preferred contact number		
<input type="text"/>	<input type="text"/>		
Email address			
<input type="text"/>			

Director 2

Title	Surname (last name)		
<input type="text"/>	<input type="text"/>		
First name	Middle name(s)		
<input type="text"/>	<input type="text"/>		
Residential address (must not be a PO Box)			
<input type="text"/>			
Suburb	State	Postcode	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Country	Date of birth		
<input type="text"/>	<input type="text"/>		<input type="text"/>
Australian mobile number	Preferred contact number		
<input type="text"/>	<input type="text"/>		
Email address			
<input type="text"/>			

 Unless that person is the sole Director/Secretary of the company, a minimum of two Directors or a Director and Company Secretary will need to sign this form.

Director will sign form (ID required).

5. Additional company information (continued)

5.2 Connected Party details

Please complete the below, which is based on your company type. One person may occupy multiple roles – use the check boxes to indicate which roles apply to each person.

Beneficial owners are people who ultimately own 25% or more of the company's capital issued to shareholders. If no shareholders meet this definition, then provide details for the people who indirectly or directly control your company (**Controlling Persons**) through either the authority to make decisions about financial or operating policies or voting rights of 25% or more or power of veto. If this person can't be identified, provide details of the senior official(s) such as the Managing Director.

Connected Party 1

Role (Cross all that apply)

- Signatory** (ID required)
 Beneficial Owner (ID required)
 Controlling Person (ID required)

If Controlling Person, provide your Position in the company eg managing director.

Title

Date of birth

Surname

Given name(s)

Gender

- Male Female Other

Residential address (PO Box is not acceptable)

Suburb

State

Postcode

Country

Are you a Foreign Tax Resident? Yes No

Foreign Tax Resident details

If you are a foreign tax resident and also a taxpayer in Australia, you should answer **Yes**.

All foreign tax residents and US citizens and resident alien individuals (ie green card test and substantial presence test) should answer **Yes**.

The ATO website provides residency test calculators to help you determine your tax residency, and information on the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA). Additional information about CRS and FATCA can be found on the OECD and IRS websites respectively (oecd.org, ato.gov.au and irs.gov).

5. Additional company information (continued)

Connected Party 1 (continued)

I am a tax resident of the following countries:

Country of Foreign Tax Residency, if more than one Foreign Tax Residency, fill in the next row for each.

Tax Identification Number (TIN)¹, if more than one Foreign Tax Residency, fill in the next row for each

If you cannot provide the tax identification number, please insert reason A, B or C from the list below. If more than one Foreign Tax Residency, fill in the next row for each

1 A tax identification number is an identifying number used for tax purposes, normally issued by the local tax authority in a country – eg in Australia, the ATO issues a Tax File Number (TFN).

The reason my TIN is not available is:

- A. The country of my tax residence does not issue TINs.
B. The country of my tax residence issues a TIN but I currently cannot provide it.
C. The country of my tax residence does not require a TIN to be disclosed.

Connected Party 2

Role (Cross all that apply)

- Signatory** (ID required)
 Beneficial Owner (ID required)
 Controlling Person (ID required)

If Controlling Person, provide your Position in the company eg managing director.

Title

Date of birth

Surname

Given name(s)

Gender

- Male Female Other

5. Additional company information (continued)

Connected Party 2 (continued)

Residential address (PO Box is not acceptable)

Suburb

State

Postcode

Country

Are you a Foreign Tax Resident?

Yes No

Foreign Tax Resident details

If you are a foreign tax resident and also a taxpayer in Australia, you should answer **Yes**.

All foreign tax residents and US citizens and resident alien individuals (ie green card test and substantial presence test) should answer **Yes**.

The ATO website provides residency test calculators to help you determine your tax residency, and information on the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA). Additional information about CRS and FATCA can be found on the OECD and IRS websites respectively (oecd.org, ato.gov.au and irs.gov).

I am a tax resident of the following countries:

Country of Foreign Tax Residency, if more than one Foreign Tax Residency, fill in the next row for each.

Tax Identification Number (TIN)¹, if more than one Foreign Tax Residency, fill in the next row for each

If you cannot provide the tax identification number, please insert reason A, B or C from the list below. If more than one Foreign Tax Residency, fill in the next row for each

¹ A tax identification number is an identifying number used for tax purposes, normally issued by the local tax authority in a country – eg in Australia, the ATO issues a Tax File Number (TFN).

The reason my TIN is not available is:

- A. The country of my tax residence does not issue TINs.
- B. The country of my tax residence issues a TIN but I currently cannot provide it.
- C. The country of my tax residence does not require a TIN to be disclosed.

5. Additional company information (continued)

Connected Party 3

Role (Cross all that apply)

- Signatory (ID required)
- Beneficial Owner (ID required)
- Controlling Person (ID required)

If Controlling Person, provide your Position in the company eg managing director.

Title

Date of birth

Surname

Given name(s)

Gender

Male Female Other

Residential address (PO Box is not acceptable)

Suburb

State

Postcode

Country

Are you a Foreign Tax Resident?

Yes No

Foreign Tax Resident details

If you are a foreign tax resident and also a taxpayer in Australia, you should answer **Yes**.

All foreign tax residents and US citizens and resident alien individuals (ie green card test and substantial presence test) should answer **Yes**.

The ATO website provides residency test calculators to help you determine your tax residency, and information on the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA). Additional information about CRS and FATCA can be found on the OECD and IRS websites respectively (oecd.org, ato.gov.au and irs.gov).

I am a tax resident of the following countries:

Country of Foreign Tax Residency, if more than one Foreign Tax Residency, fill in the next row for each.

Tax Identification Number (TIN)¹, if more than one Foreign Tax Residency, fill in the next row for each

5. Additional company information (continued)

Connected Party 3 (continued)

If you cannot provide the tax identification number, please insert reason A, B or C from the list below. If more than one Foreign Tax Residency, fill in the next row for each

1 A tax identification number is an identifying number used for tax purposes, normally issued by the local tax authority in a country – eg in Australia, the ATO issues a Tax File Number (TFN).

The reason my TIN is not available is:

- A. The country of my tax residence does not issue TINs.
- B. The country of my tax residence issues a TIN but I currently cannot provide it.
- C. The country of my tax residence does not require a TIN to be disclosed.

Connected Party 4

Role (Cross all that apply)

- Signatory (ID required)
- Beneficial Owner (ID required)
- Controlling Person (ID required)

If Controlling Person, provide your Position in the company eg managing director.

Title

Date of birth

D	D	M	M	Y	Y	Y	Y
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Surname

Given name(s)

Gender

- Male Female Other

Residential address (PO Box is not acceptable)

Suburb

State

Postcode

Country

5. Additional company information (continued)

Connected Party 4 (continued)

Are you a Foreign Tax Resident? Yes No

Foreign Tax Resident details

If you are a foreign tax resident and also a taxpayer in Australia, you should answer **Yes**.

All foreign tax residents and US citizens and resident alien individuals (ie green card test and substantial presence test) should answer **Yes**.

The ATO website provides residency test calculators to help you determine your tax residency, and information on the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA). Additional information about CRS and FATCA can be found on the OECD and IRS websites respectively (oecd.org, ato.gov.au and irs.gov).

I am a tax resident of the following countries:

Country of Foreign Tax Residency, if more than one Foreign Tax Residency, fill in the next row for each.

Tax Identification Number (TIN)¹, if more than one Foreign Tax Residency, fill in the next row for each

If you cannot provide the tax identification number, please insert reason A, B or C from the list below. If more than one Foreign Tax Residency, fill in the next row for each

1 A tax identification number is an identifying number used for tax purposes, normally issued by the local tax authority in a country – eg in Australia, the ATO issues a Tax File Number (TFN).

The reason my TIN is not available is:

- A. The country of my tax residence does not issue TINs.
- B. The country of my tax residence issues a TIN but I currently cannot provide it.
- C. The country of my tax residence does not require a TIN to be disclosed.

5. Additional company information (continued)

5.3 Trading information

Does your company trade under a business or other name(s)? Yes No

If 'Yes', please provide trading name

Is this name registered? Yes No

If 'Yes', who is it registered with?

Registration number

6. Level of access for authorised third party

Please select the level of access you would like to authorise the third party above. It is important that you understand what level of access you are granting to a third party and you think carefully before you do this. As the third party is your representative, you are responsible for the actions and decisions they carry out with respect to your account. You can revoke this authority at any time by contacting us.

If the third party makes a payment that you have not authorised, you must let us know immediately. There may be instances we need to raise a report to the police.

1. **Enquiry access only.** Company third party can request a statement, enquire about balances, payments, credit limits, interest rates and transactions. Enquiry access through telephone banking (BankPhone) and Internet Banking is not available to a company third party.

By giving this access this enables the third party to obtain very specific information about your financial affairs which could be used elsewhere to assist them to verify themselves as you.

2. **Full access.** Company third party can deposit, withdraw, transfer funds, arrange or change payments, report lost or stolen cards, consent to electronic communication, close the account, change the authority to operate, notify of bankruptcy, court order or death of a customer. Access through telephone banking (BankPhone) and Internet Banking is not available to a company third party.

By giving Limited access, you enable a third party to control your finances.

3. **Term Deposit Maturity Instructions.** Company third party can instruct us to redeem term deposit at maturity, instruct us to make a partial withdrawal, change term deposit maturity instructions including whether or not to re-invest the term deposit for a new term and with new interest payment instructions.

By giving this access, you enable a third party to redeem, make a partial withdrawal or change your Term Deposit. It also enables the third party to establish a new Term Deposit and, in the event of you requiring those funds, there will be a minimum 31 day waiting period before you can access those funds.

4. **AMP Notice Account notice to withdraw instructions.** Company third party can provide notice to withdraw funds from the Account and provide notice to close the Account through assisted telephone banking (BankAssist), Internet Banking, electronic communications or writing to AMP Bank.

By giving this access you enable the third party to redirect all the funds in your AMP Notice Account away from this account to a destination that neither you or AMP Bank is able to ascertain.

7. Electronic communication

Select 'Yes' below if you agree to receive information by electronic communication. If you are an existing AMP Bank customer, your selection will apply to all accounts. If you don't make a selection then your existing preferences will apply.

Things you need to know before you select 'Yes' to electronic communication

Paper documents may no longer be given, some communications may be made available in My AMP and we'll notify you by email, you'll have to check regularly for electronic communications, and you can change your electronic communications preference back to paper communications at any time in My AMP or by calling us on 13 30 30.

In some cases, communications will be sent electronically even if you opt for paper. For details see the Deposit Products Terms and Conditions, available at amp.com.au/bankterms.

- Yes, I'd/we'd like to receive information by electronic communication.

8. Privacy Collection Statement

Privacy Collection Notice

Your personal information will be collected by AMP Bank and used (along with any other information we already hold) to process your request to add, change or remove a third party's access to your account.

If you do not wish to provide your personal information, we may not be able to process your request.

We are required or authorised to collect your personal information under various laws including those relating to the Taxation Administration Act and the Anti-Money Laundering and Counter-Terrorism Financing Act.

Some of the entities we might share your personal information with are listed in our privacy policy, and include:

- with the account holder, where necessary other members of the AMP group and external service providers that we need to deal with for the purposes described above
- courts, tribunals or government agencies as required by law or regulations
- persons or third parties authorised by you, or if required or permitted by law.

Some external service providers we need to deal with can be located or host information outside Australia. A list of countries where these providers may be located can be obtained via our privacy policy.

Personal information is treated in accordance with the AMP Privacy Policy, which sets out how to access or update your personal information. It also contains information on how you can make a complaint about a breach or potential breach of our privacy obligations, and how we deal with such a complaint when you make a privacy-related complaint. You can view our Privacy Policy online at amp.com.au/privacy or contact us on 13 30 30 for a copy.

Marketing and other purposes

In addition to the purposes stated above we may use your personal information for marketing and research purposes. To opt out of direct marketing from AMP Bank, to obtain further information about how AMP handles your personal information or to request access to the personal information AMP holds about you, call 13 30 30 or write to: AMP Bank, Locked Bag 5059, PARRAMATTA NSW 2124 or email info@ampbanking.com.au.

9. Signatures

By signing below I declare (and if acting on behalf of an entity declare on behalf of that entity):

1. Have read and understood the Privacy Collection and Disclosure Notice.
2. Have obtained consent from any other individual whose personal information has been disclosed in this form, and I have informed the individual of the information within the Privacy Collection and Disclosure Notice.
3. Agree to be bound by AMP Bank's terms and conditions available at amp.com.au/bankterms or by calling 13 30 30. I understand that I will automatically agree to them the first time I, or a person authorised by me, operates the account.
4. Acknowledge that any form is subject to AMP Bank approval.
5. Am not commonly known by any names other than those disclosed in this form or otherwise to AMP Bank.
6. Have provided true and accurate information in relation to this form. Any document or information to be used for the purposes of this form (whether or not provided on or with this form):
 - is correct and complete,
 - if it's about another person, is provided with the authority of that person (if required), and
 - may be used for any other products, services or benefits offered or provided to me through AMP Bank or any other company in the AMP group and subject to their privacy obligations, may be disclosed to and used by the providers of such products, services or benefits to facilitate compliance with anti-money laundering and counter-terrorism financing legislation.
7. Understand that it is a criminal offence to knowingly provide false or misleading information or documents in connection with this form.
8. Consent to AMP Bank providing information held about the account holder(s) and authorised third parties to a financial adviser, broker or originator named in this form, and/or to joint venture partners, business partners and related party and third party service providers for the purposes of those parties,
 - i. providing the information to the financial adviser, broker or originator named in this form, or
 - ii. providing administration services to the account holder(s).

Such information may comprise customer information (including personal information), account documentation and account information (including account balance, and current and historical account and transactional information).

9. Agree to notify AMP within 30 days from when there are any changes to the information provided in this form, including the tax residency of the customer/entity or any of its connected party changes.

9. Signatures (continued)

10. Acknowledge I have read and understood the requirements for early withdrawal of Term Deposits. I understand those include a requirement for me to give at least 31 days' notice if I wish to withdraw funds before the maturity date of a Term Deposit that has a term of more than 31 days.

Where I have appointed an agent or third party signatory and that person is signing this application on my behalf, the last declaration above are also given by and bind them in their personal capacity. I will provide proof of authority (such as a Power of Attorney, accompanied by a **Third Party Access form** and **Identification & Verification form**) which I have obtained from amp.com.au.

By submitting this request I also acknowledge that AMP Bank may decide to delay or refuse any request or transaction (deposits and withdrawals) if AMP Bank has not been able to verify my, a signatory's or the third party agent's or the third party's connected party's identity, or if AMP Bank believe in good faith that allowing the transaction may cause an offence to be committed. I understand that AMP Bank does not accept responsibility for any such delay or refusal.

Signature(s) of account holders

All account holders must sign this form. If more than two account holders, please copy this page.

Signature of Account holder 1

X

Date

D D M M Y Y Y Y

Name of Account holder 1 (Print in CAPITAL LETTERS)

Signature of Account holder 2

X

Date

D D M M Y Y Y Y

Name of Account holder 2 (Print in CAPITAL LETTERS)

Signature(s) of company third party

Signature

X

Date

D D M M Y Y Y Y

Position

Name of Signatory (Print in CAPITAL LETTERS)

Signature

X

Date

D D M M Y Y Y Y

Position

Name of Signatory (Print in CAPITAL LETTERS)

Where to send this form

Mail (no stamp required) or email this completed form. **Please note:** You cannot email certified identification documents. If you need to send appropriately certified original identification documents, you can send them via the postal address below:

AMP Bank
Reply Paid 79702
PARRAMATTA NSW 2124
deposits@amp.com.au