

CUSTOMER CHECKLIST

What to do:

- Complete each section of this application
- Accounts listed in Section 4 must be in the Principal's individual name
- Joint accounts are allowed if one of the account holders is the Principal
- Signatories from the Primary Company AND the account holder(s) of the Principal account must sign the Signing Clause Sections 6 and 7
- Lodge with your Relationship Manager, or drop into your nearest branch
- For assistance, contact our helpdesk on 1300 554 004

Complete this form if access to the principal's personal accounts is required.

Access and authorise rights on all principals personal accounts will be the same as those on the primary and any additional company accounts linked. Access to all principals accounts can be restricted by the company administrator so that only designated users have access.

A principal is a director or partner of, or the sole trader operating, the primary company or an additional linked company. By including their personal accounts for access through Business Banking Online, principals authorise BankSA to disclose information concerning their personal accounts to, and allow their personal accounts to be accessed and used by, the primary company, additional linked companies, company administrators and users. Principals also give indemnity in Clause 27 of the Business Banking Online Terms and Conditions.

1. Primary Company Details

Name of Company, Partnership or Sole Trader ABN/ACN GCIS (Bank use only)

2. Principals Details

Title (Sole trader only) Mr Mrs Miss Ms Other

Surname Given Names GCIS (Bank use only)

Phone number 1 () Phone number 2 ()

3. International Payments

Overseas telegraphic transfer required? Yes No

4. Principals Accounts

List accounts held in the name of the principal that are to be accessed through Business Banking Online.

Joint accounts can be accessed through Business Banking Online, only if the principal is one of the joint account holders.

BSB	Account Number	1 to sign (any)	1 to sign (A level user only) OR 2 to sign (any level user) accepted [#]	2 to sign (any)	2 to sign (A level user required)*
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[#] If you select this option it means either one level "A" User or any two users of either level "A" and/or level "B" as appointed by you can authorise a transaction

* If you select this option it means either two level "A" Users or one level "A" User and one level "B" User appointed by you can authorise a transaction

5. Agreement

By signing this application the Principal will become a "new additional party" to the Primary Company's Business Banking Online arrangement and as such is bound by the same Terms and Conditions as detailed in the Business Banking Online and Payment Services product Disclosure Statement (PDS). Refer to Clause 17 for Additional parties.

The Principal will also be taken to agree that the appointed Authorised Signing Representatives as detailed on the Primary Company's application form will be authorised to sign and subsequent form(s) executing any changes to the Business Banking Online registration that the Principal is becoming apart of.

6. Principals Signing Clause

In the case of joint accounts, both account holders must sign.

Principals signature

Signature of Principal

X

Name of Principal

Date / /

Signature of joint account holder (if applicable)

X

Name of joint account holder (if applicable)

Date / /

7. Primary Company Signing Clause

Two of the Primary Company's Directors or a Director and a Company Secretary or two nominated Authorised Signing Representatives must sign this clause. A Sole Trader may sign independently.

Authorised Signing Representatives

Signature of Director / Company Secretary /
Authorised Signing Representative 1

X

Name of Director / Company Secretary /
Authorised Signing Representative 1

Date / /

Signature of Director / Company Secretary /
Authorised Signing Representative 2

X

Name of Director / Company Secretary /
Authorised Signing Representative 2

Date / /

BankSA Branch Use Only

Date Received

/ /

Staff must complete this section prior to lodgement to BBO Administration.

Primary Company Name

Primary Company GCIS

(Verify that section 1 of application matches GHS/CHS)

(check GHS/CHS)

Signatories in the Principals Signing Clause have been verified (Section 6 of application)

Yes

Signatories in Primary Company Signing Clause have been verified (Section 7 of application)

Yes

Application/Form faxed to BBO Admin?

Yes No

Receiving Branch/Dept

Staff Name (who has verified this application) – Please print

Employee No.

RM Name (if applicable) – Please print

RO Code

Branch Stamp

Fax completed applications to:
BBO Admin on (02) 9995 8014

Retain original form in branch.