



# Online Services Registration

Please complete form in BLACK INK using CAPITAL letters.

## 1 YOUR DETAILS (Details of person to receive access)

First name/s

Surname

Date of birth  
 /  /

Username (if already issued)

Registered Email

Mobile Phone Number

Postal Address

Each authorised user must supply certified copies of identification to satisfy identification requirements.

## 2 ACCOUNT DETAILS

To access multiple Accounts under a single login, please supply details below.  
**This form must be signed by all account signatories of the Accounts listed below.**

Product  BOQ Money Market Deposit Account  
 Account number   
 Account name (in full)

Product  BOQ Money Market Deposit Account  
 Account number   
 Account name (in full)

Product  BOQ Money Market Deposit Account  
 Account number   
 Account name (in full)

## 3 AUTHORISATION LEVEL

Enquiry Only;  
 Enquiry plus Withdrawal Ability (to pre-nominated accounts only) \*; or  
 Enquiry plus Withdrawal Ability (pay anyone including pre-nominated accounts) \*

\* Please complete an Account Nomination Form for each additional bank account you wish to nominate.  
If no election is made, the default authorisation level will be Enquiry Only

## 3a DAILY TRANSACTION LIMIT

The standard daily transaction limit for transactions made through Online Services is \$10,000 for each Account. If you wish to alter the daily transaction limit, please specify the new nominated limit for each Account below:

\$

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## AUTHORISATION PROCESS

This section only applies where your account operating instructions require more than one authorised signatory to approve transactions, and you have elected *Enquiry plus Withdrawal Ability* in section 3 on the previous page. It will require each authorised signatory to be registered for Online Services.

- Any One Signatory to Authorise Transactions via Online Services; or
- Two Signatories required to Authorise Transactions via Online Services

*If no election is made, the default authorisation level will be 'Any One Signatory to Authorise Transactions'.*

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## ONLINE COMMUNICATION

Please provide me with electronic statements. This election will replace hard copy statements.

- Monthly
- Quarterly
- Semi-annually

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## ACKNOWLEDGMENT

I/we acknowledge that the information stated above is correct and the Accounts listed in Section 2 have been nominated by me/us for access via Online Services.

I/we also acknowledge that when I/we use Online Services for the first time, I/we will read the Online Services Terms and Conditions before using the service. I/we understand that we must also choose a new password on initial login. I/we understand that when using Online Services I/we will be bound by the Terms and Conditions of use contained in the Online Services Terms and Conditions.

I/we also acknowledge that the mobile phone number/s nominated in this application will be used for additional security for Online Services transactions in accordance with the Online Services Terms and Conditions.

My/our acceptance of and agreement to the Terms and Conditions of use will be indicated by our use of the service.

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## SIGNATURES

Signature

Name

Date

- Individual
- Director
- Sole Director
- Other (please specify)

Signature

Name

Date

- Individual
- Director
- Other (please specify)

## WHEN CAN I START USING ONLINE SERVICES?

We will process your Online Services application as soon as we receive it. We will mail the following documents to your postal address:

1. Confirmation of your registration and Username; and
2. Your initial password for use the first time you access our Online Services.

Items 1 and 2 will be mailed separately. If you do not receive both of these documents within 10 business days of mailing your application to us, please contact DDH Graham Limited on 1800 006 133 for assistance.

A guide to using our Online Services can be found on our website, [www.ddhgraham.com.au](http://www.ddhgraham.com.au).