

Important Information:

Use this form to nominate a Commonwealth Direct Investment Account (CDIA) or other Commonwealth Bank of Australia (CommBank) bank account for deposits and withdrawals to and from your CommSec Margin Loan using the Bulk Electronic Clearing Systems (BECS). We do not accept bank accounts from other financial institutions.

Bank accounts must be in the same name as the registered name of the CommSec Margin Loan Account nominated in Section 1. We will not be able to process this form if the bank account name differs from the registered name of the CommSec Margin Loan.

We accept this form returned to use by email or post. Please ensure your contact details including your address are correct before submitting this request, as we will be notifying you by mail to the postal address on the account once the change has been effected. You can update your contact details once you have logged in to the CommSec website in your profile.

Email: mlopsclientregistry@cba.com.au (For form return only. Please contact CommSec on 13 15 19 if you have any other enquiries.)

Post: CommSec Margin Lending, Locked Bag 34, Australia Square NSW 1215

1. Loan Details

Loan account number:

Registered name of CommSec Margin Loan

2. New Bank Account Details

Name of Financial Institution or Bank at which your account is held:

Registered name of bank account:

BSB

Account number

Please debit monthly interest from this Bank account.

Note: By not ticking this box the interest will continue to be charged to your existing bank account or capitalised to your loan.
Direct debit is not allowed on all accounts.

3. Acknowledgement & Signature/s

I/We authorise and request CommSec (APCA User ID No. 062934 – Debit and 062895 – Credit) to arrange for any amount which I/we owe to CommSec or which are payable to CommSec in accordance with the CommSec Margin Loan Product Disclosure Statement or CommSec Margin Loan Terms and Conditions:

- to be debited from my/our bank account, and/or
- to credit my/our bank account held with CommSec through the Bulk Electronic Clearing System (BECS) and prescribed in the Direct Debit/Direct Credit Request Service Agreement set out in Section 4 below.

I/We authorise the following:

- CommSec to verify the details of the bank account mentioned in Section 2 above with CommBank; and
- For CommBank to release information allowing CommSec to verify the bank account detail mentioned in Section 2.

This authorisation is to remain in force in accordance with the terms described in the Direct Debit/Direct Credit Request Service Agreement is over.

Client 1

Client ID

Client 1 Full Name

Client 1 Signature - *Must be signed pen to paper*

Date Signed – DD/MM/YYYY


Client 2 - if applicable

Client ID

Client 2 Full Name

Client 2 Signature - *Must be signed pen to paper*

Date Signed – DD/MM/YYYY

 If the Bank Account is in Joint Names, both account holders must sign.
Digital signatures not accepted, form must be signed pen to paper.

4. CommSec Margin Loan Direct Debit and Direct Credit Request Service Agreement

Debit/Credit Arrangements

1. Where the settlement date falls on a non-business day, we will draw the amount on the following business day.
2. We reserve the right to charge dishonour fee if any debit from *your* nominated account is returned as unpaid by CommBank. We will treat payment as never having been made.
3. We will keep your information about *your* nominated account at CommBank private and confidential unless this information is required by us to investigate a claim made on it relating to an alleged incorrect or wrongful debt, or as otherwise required by law.
4. In the event of a debit returned unpaid we may attempt a redraw on *your* nominated account.
5. We will advise you 14 days in advance of any changes to the Direct Debit/Direct Credit arrangements.
6. If you provide an incorrect *bank account* number, *you* may incur a fee if we have processed a transaction to that account.
7. If you are uncertain as to when the debit/credit will be processed, you should enquire CommBank.

Your Rights

8. *You* may terminate the Direct Debit/Direct Credit arrangement of *your* trades with *us*, however this termination must be in writing.
9. Where you consider the debit/credit is incorrect in either the due date or amount or both, *you* should raise the matter with CommSec 13 15 19.
10. Please contact CommSec on 13 15 19 for all matters relating to the Direct Debit/Direct Credit arrangement, including to request a deferment or stopping of debits/credits, questioning regarding amounts or dates of debits/credits or altering or stopping the arrangement. *You* can also contact CommBank to request a stop or cancellation of the arrangement or to dispute a debit to your nominated account. We have a dispute resolution process available if *you* have a complaint which we do not resolve. Further information on that process is set out in our Financial Service Guide, which is available online at the CommSec website or by calling CommSec on 13 15 19.

Your Responsibilities

11. It is *your* responsibility to:
 - To check with CommBank before completing the Direct Debit/Credit Request (DDR) as Direct Debiting/Crediting through the Bulk Electronic Clearing System (BECS) is not allowed on a full range of accounts;
 - To complete your account details, including Bank State Branch (BSB) number, directly off a recent account statement and to contact CommBank prior to completing the DDR if you are uncertain of the account details;
 - To ensure sufficient cleared funds are available in the nominated account to meet the debit on the due settlement date of your transaction executed by CommSec;
 - To ensure that the authorisation to debit/credit the nominated account is in the same name as the account signing the instruction held with CommBank where the account is held;
 - To check direct debit and credit transaction against recent account statements from CommBank;
 - To advise us if the account you have nominated to direct/credit is transferred or closed; and
 - To ensure that suitable arrangements are made if the Direct Debit/Credit arrangement is cancelled;
 - By yourself;
 - By CommBank; or
 - For any other reason.

CommSec Margin Loan are issued by Commonwealth Bank of Australia ABN 48 123 123 124 AFSL 234945. This product is administered by Commonwealth Securities Limited ABN 60 067 254 399 AFSL 238814 (CommSec), a wholly owned but non-guaranteed subsidiary of the Commonwealth Bank of Australia. CommSec is a Market Participant of ASX Limited and Cboe Australia Pty Limited, a Clearing Participant of ASX Clear Pty Limited and a Settlement Participant of ASX Settlement Pty Limited.

How to submit your documents

Once completed and signed, please scan and email the form to:

✉ mlopsclientregistry@cba.com.au

📍 **CommSec Margin Lending**

Locked Bag 34, Australia Square NSW 1215

📞 13 15 19

🌐 commsec.com.au