

# Macquarie Cash Solutions Third Party Authority

Macquarie Bank Limited ABN 46 008 583 542 is the provider of Macquarie Cash Management Account (CMA) and Macquarie Cash XL (Cash XL)



MACQUARIE

Use this form to authorise someone else to operate your account on your behalf and specify the level of authority you wish to give them.

Please see **section 7** to learn more about authority levels. Please use black ink and mark boxes  with an (X).

Please return this form by mail to **Reply Paid 85744 Sydney NSW 2001**, by email to **transact@macquarie.com**, by fax to **1800 550 140** or for overseas clients fax to **+61 7 3233 5499**.

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## Your Macquarie account details

Account number:

Account name:

To authorise an Individual ► **go to section 2**. To authorise a Financial Services Professional ► **go to section 3**. To authorise a company or other third party firm ► **go to section 4**

Please ensure account holders sign **section 6**. If not already supplied, Individuals will need to provide their identification. Further information is available at [macquarie.com.au/idforms](http://macquarie.com.au/idforms)

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## Appointment of an Individual

### First Individual

**What level of Authority are you appointing?** If you are unsure of the type of authority, please refer to section 6.

Authorised Signatory ► **go to next question**  Enquiry Authority ► **go to First Individual – details and declaration section (below)**

**What are the operating instructions for the first Individual appointed?** Current account operating instructions will not be altered.

Any one Authorised Signatory to sign  All Authorised Signatories to sign  Other, specify:

**First Individual – details and declaration** (this section is to be completed by the first Individual appointed)

Title:  Full name(s):

Any other name known by:  Date of birth:

**Residential address** (cannot be a post office box)

Street name and number:

Suburb:

State:  Postcode:  Country:

Occupation:  Mother's maiden name:

Macquarie Access Code (if known):

If you do not have a Macquarie Access Code, we will generate one and send it to the residential address provided.

Phone number:  Email address:

By completing this form, you accept and agree to be bound by the terms and conditions contained in the offer document. If you do not already have a copy of the offer document you can obtain it from [macquarie.com.au/personal](http://macquarie.com.au/personal) or by contacting us.

Signature:  Date:

## Appointment of an Individual (continued)

### Second Individual

**What level of Authority are you appointing?** If you are unsure of the type of authority, please refer to section 6.

Authorised Signatory ► **go to next question**    Enquiry Authority ► **go to Second Individual – details and declaration section (below)**

**What are the operating instructions for the second Individual appointed?** Current account operating instructions will not be altered.

Any one Authorised Signatory to sign    All Authorised Signatories to sign    Other, specify:

**Second Individual – details and declaration** (this section is to be completed by the second Individual appointed)

Title:    Full name(s):

Any other name known by:    Date of birth:

**Residential address (cannot be a post office box)**

Street name and number:

  Suburb:

State:    Postcode:    Country:

Occupation:    Mother's maiden name:

Macquarie Access Code (if known):

*If you do not have a Macquarie Access Code, we will generate one and send it to the address provided.*

Phone number:    Email address:

By completing this form, you accept and agree to be bound by the terms and conditions contained in the offer document. If you do not already have a copy of the offer document you can obtain it from [macquarie.com.au/personal](http://macquarie.com.au/personal) or by contacting us.

Signature:    Date:

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## Appointment of a Financial Services Professional

You can use this section to appoint a Financial Services Professional (for example a financial adviser or accountant) to have access to your account.

Full name(s):

Company:

Company Code (if known):    Representative Code (if known):

**Would you like to update your details to add/replace the above Financial Services Professional on your account replacing the current primary Financial Services Professional (if applicable)?**

Yes    No   Existing authorities will remain on your account if this section is not completed.

What level of authority are you appointing?

Authorised Signatory Authority\*    Government/Tax Payment Authority (Macquarie CMA only)    Enquiry Authority

Macquarie Access Code (if known):

*If your Financial Services Professional does not have a Macquarie Access Code, they will need to complete the Macquarie Registration – Representative form.*

## Appointment of a Financial Services Professional (continued)

**Financial Services Professional declaration: This must be signed by the Financial Services Professional noted section 3.** By completing this form, you accept and agree to be bound by the terms and conditions contained in the offer document. If you do not already have a copy of the offer document you can obtain it from [macquarie.com.au/personal](http://macquarie.com.au/personal) or by contacting us.

Signature: Date: 

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## Appointment of a Financial Services Company

You can use this section to appoint a company or other third party firm (eg a financial advisory firm, stockbroking firm, accounting firm or administrator) to have access to your account.

Company name: Company Code/Bulk Transacting Code (if known): 

What level of authority are you appointing?  Authorised Signatory Authority\*  General Withdrawal Authority (Macquarie CMA only)  
 Government/Tax Payment Authority (Macquarie CMA only)  Fee Authority (Macquarie CMA only)  Enquiry Authority

\* If you selected Authorised Signatory authority in question 3 or 4, additional identification may be required. A Financial Services Company must be registered with Macquarie as an authorised signatory before it can be loaded to the account.

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## Would you like to cancel a Third Party Authority or Company access?

 No  Yes, please specify: 

Existing authorities will remain on your account if this section is not completed.

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## Declaration and signature of account holders

For personal accounts, all account holders must sign. For company accounts two directors, a director and a secretary, or a sole director must sign. Please note that the directors/secretary who sign must be existing account signatories.

**This form must contain an original signature(s) – digitally inserted signatures will not be accepted.**

I/we:

- accept and agree to be bound by the terms and conditions in the applicable offer document and in section 7 of this form, that relate to the appointment of third party authorities, and
- authorise the Individual(s) whose signature(s) appear in section 2, or the financial specialist/company/dealer group whose name appears in section 3 and/or 4 (appointee), which includes the Individual signatories appointed by the company/dealer group, to operate my/our account, and
- acknowledge that, even if I/we do not make use of Macquarie's various electronic and telephone services, the appointee(s) may be able to make use of those services in operating my/our account on my/our behalf.

Signature 1: Signature 2: Date: Title: Date: Title: Name: Name: If a company officer, your corporate title: If a company officer, your corporate title:

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## Terms and conditions

## General terms which apply to all levels of authority

- 7.1 Only you may appoint a third party to access or withdraw from your Account.
- 7.2 If you appoint a third party to withdraw from your Account they will automatically be able to enquire on your Account also.
- 7.3 Withdrawals may be for any amount and may be made at varying intervals of time.
- 7.4 You:
- indemnify us against all loss, liabilities and costs incurred directly or indirectly as a result of the appointment of a third party
  - indemnify us against all loss, liabilities and costs incurred directly or indirectly in connection with any action by a third party under their appointment or any payment made from your account on their instruction
  - release us from all claims and liabilities in connection with any act or omission relating to the appointment of a third party to your Account, and
  - release us from all claims and liabilities in connection with any action by a third party under their appointment or any payment made from your account on their instruction.
- 7.5 However, we remain liable for any loss or liability which, by operation of law we cannot exclude.
- 7.6 This authority takes effect on the date that we amend our records to note the appointment and continues until you cancel it by telling us in writing. Cancellation also takes effect on the date that we amend our records to note the change.
- 7.7 We may cancel the appointment of a third party as an authority on your account by telling you in writing.
- 7.8 In the event of the death of an account holder, the authority given under this form will automatically terminate.
- 7.9 Third parties may not set up Direct Debits on your Account or give other third parties access or authority on your Account.
- 7.10 Where you give authority to a company or firm such as your stockbroking or financial advisory firm:
- the company or firm will give us details of people who can transact on its behalf
  - you acknowledge and agree that the company or firm may do this and that the people nominated by the company or firm can withdraw from your Account in accordance with the authority you have given it
  - we will only act on requests from the company or firm, if the person requesting the withdrawal has been nominated by it in accordance with our procedures
  - the company or firm must tell us in writing if any nominated person no longer has authority. If we have not been advised in writing that the person no longer has authority, then that person may still operate your account and you cannot claim that he or she is not acting for you until we are told by the company or firm in writing.

## Terms relating to each of the levels of authority

- 7.11 You agree to terms and conditions for Macquarie Online as set out in the applicable offer document available from [macquarie.com.au/personal](http://macquarie.com.au/personal) or by calling us on 1800 806 310.
- 7.12 Enquiry Authority**
- You authorise the third party to have access to information about your account
  - You do not authorise the third party to make withdrawals from your account, make any changes to your account details, close your account or enable use of your cheque book.
- 7.13 Fee Authority**
- You authorise your stockbroker or adviser, should you have one, to withdraw their fees from your account using online, electronic and telephone withdrawal services or any other method agreed in writing by us.
- 7.14 Government/Tax Payment Authority**
- You authorise the third party to withdraw funds from your account to make payments on your behalf directly to government departments or agencies, using online and electronic services or any other method agreed in writing by us.
- 7.15 General Withdrawal Authority**
- You authorise the third party to withdraw fees in accordance with the "Fee Authority" above
  - In addition, you authorise the third party to make payments and withdrawals for any purpose including settlement or investment using online, electronic and telephone withdrawal services or any other method agreed in writing by us
  - You do not authorise the third party to make any changes to your account details, close your account or enable use of your cheque book, should you have one
  - Your stockbroker or adviser reserves the right to hold funds from the time the order is placed or the time of execution to settle trades.
- 7.16 Authorised Signatory Authority**
- You authorise the third party to make payments and withdrawals in accordance with the terms set out under "General Withdrawal Authority" above
  - In addition, this authority allows the third party to use your cheque book, should you have one, change details on your account (subject to clause 7.9) and close your account.

For more information about Macquarie Cash Solutions call us on **1800 806 310** or **+61 7 3233 8136** from overseas. You can also visit us at [macquarie.com.au/personal](http://macquarie.com.au/personal) or email us at [transact@macquarie.com](mailto:transact@macquarie.com). Visit [macquarie.com.au/personal/contact](http://macquarie.com.au/personal/contact) for office locations in Sydney, Melbourne, Brisbane, Perth, and Adelaide.