

Delegated User Nomination

Please complete your details and return to BOQ Specialist
GPO Box 2539, Sydney, NSW, 2001 or email client.service@boqspecialist.com.au

Products and services are provided by BOQ Specialist - a division of Bank of Queensland Limited
ABN 32 009 656 740 AFSL and Australian credit licence No. 244616 (**BOQ specialist**).

For use by account holders that wish to delegate authority for another person to act on their behalf using internet banking and elect the permissions that person will have.

Please use **BLOCK LETTERS**

1. CLIENT DETAILS

Please provide details of client (example: individual, corporate, trust, super fund).

Entity 1	<input type="text"/>	Client Number	<input type="text"/>
Entity 2	<input type="text"/>	Client Number	<input type="text"/>
Entity 3	<input type="text"/>	Client Number	<input type="text"/>

2. DELEGATED USER DETAILS

Please complete details of individual being granted delegate access

Existing Client Name Client Number

Not an existing client

Note: A current signatory on one of the accounts belonging to the entities listed above cannot be a delegated user. Should you wish to appoint them as a delegated user you will need to remove them as a signatory by completing the Amendment to Account Signatory form which can be obtained by calling our Client Service Centre on 1300 160 160.

Once you have appointed a delegated user, please go online and select the level of access and transaction permissions for one or more of the accounts belonging to the above entities. The delegated user will then be able to register for online banking and view or transact as per your set permissions. As a delegator, you are responsible for the actions of the delegated user.

Delegate details

Mr Mrs Dr Ms Other

Full name

Date of birth / / Gender

Residential Address (PO BOX is not acceptable)

Suburb State Postcode

Postal Address (If same as residential address state "As Above")

Suburb State Postcode

Email Address

Telephone work ()

Telephone home ()

Mobile number

Relationship to Account Holder (e.g. Accountant)

Identification details

Mother's Maiden Name

Father Date of Birth / /

Name of High School

Please provide copies of and details for at least two (2) of the following documents

Driver licence number

State of issue

Driver licence expiry date / /

Medicare card number

Medicare card individual reference number

Medicare card expiry date /

Passport Number

Passport Country of issue

Country of Birth

City of Birth

I confirm that I have read and understood the privacy declaration as set out below.

Signature of Delegated User

X Sign Here

Date / /

3. REQUESTED AND AUTHORISED BY DELEGATOR

Authorised Signatory 1

Name

Signature

X Sign Here

Date

 / /

Authorised Signatory 2

Name

Signature

X Sign Here

Date

 / /

4. PRIVACY DECLARATION

This Privacy Declaration explains how we collect, use and disclose your personal information. By signing and submitting this application, you agree that we may handle your personal information as detailed in this Privacy Declaration.

Collection

BOQ Specialist is collecting your personal information in order for you to be nominated as an Account Signatory on this Transactional Account/Home Lending Account. By signing the authority above, I agree to BOQ Specialist collecting, using and disclosing my personal information, including sensitive information, in the ways described within this collection notice; I acknowledge that BOQ Specialist may not be able to provide me with some or all of the features of BOQ Specialist's products or services if I do not provide the personal information BOQ Specialist asks for.

BOQ Specialist collects, uses and discloses your personal information:

- a. to verify your identity and carry out other checks as required by the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth)
- b. and the National Consumer Credit Protection Act 2009 (Cth);
- c. for the administration of the facility;
- d. to enable it to undertake planning, product development, data mining or research;
- e. in connection with any potential or actual acquisition of an interest in BOQ Specialist and its related entities;
- f. for the investigation and prevention of crime, fraud and illegal conduct;
- g. to provide you with information about other products and services in which you may be interested.

Exchange generally

You understand and agree that we may exchange your personal information, to the extent permitted by law, with:

- BOQ Specialist's subsidiaries, related bodies corporate and other members of the Bank of Queensland Group and its related bodies corporate;
- its agents, credit managers and related service providers;
- your agents and representatives;
- anyone for whom you are a beneficial owner, directors and any authorised signatories;
- other entities to whom BOQ Specialist is, by law, required or permitted to provide information about you
- other entities that are authorised by you.

Some of the parties with which we exchange your personal information may be located outside Australia. Details about the location of these recipients are set out in the BOQ Specialist Privacy Policy at www.boqspecialist.com.au.

Further information

If you have any questions, concerns or feedback about privacy, you may contact BOQ Specialist's Privacy Officer at GPO Box 2539, Sydney NSW 2001; privacy@boqspecialist.com.au; or by calling 1300 160 160. Where you raise any concerns that BOQ Specialist has interfered with your privacy, BOQ Specialist will respond to let you know who will be handling your matter and when you can expect a further response. You understand that you can access BOQ Specialist's Privacy Policy via www.boqspecialist.com.au or on request. The Privacy Policy contains further details about how BOQ Specialist handles personal information and credit reporting information, and matters such as website privacy, credit reporting bodies used and your access, correction and complaint rights in relation to BOQ Specialist and those credit reporting bodies.

ACCOUNT OPENING DOCUMENTATION REQUIREMENTS

Everyone who opens a new account and all signatories to and beneficial owners of the account are required by law to be identified. In the event that we are unable to identify you electronically, the below table outlines the identification documents you will be required to provide.

INDIVIDUAL / SOLE TRADER AND JOINT APPLICANTS

Two (2) A documents	(A + A)
One (1) A documents AND one (1) B document	(A + B)
One (1) A documents AND one (1) C document	(A + C)
Two (2) B documents	(B + B)
One (1) B documents AND two (2) C documents	(B + C + C)

Category "A" Documents – Primary Photographic

- Original Certified Copy of Australian or Foreign Drivers Licence
- Original Certified Copy of Passport
- Original Certified Copy of Proof of Age Card
- Original Certified Copy of a National Identity Card

Category "B" Documents – Primary Non-Photographic

- Original Certified Copy of Birth Certificate or Birth Extract
- Original Certified Copy of Citizenship Certificate
- Original Certified Copy of Australian Pensioner Concession Card, Health Care Card or Seniors Health Card

Category "C" Documents – Secondary Documents

- Original Certified Copy of Australian government issued Medicare Card
- Original Certified Copy of Debit or Credit Card
- Original Certified Copy of Student Photo Identification Card (issues by Australian higher education provider or Institution or TAFE)
- Original Certified Copy of Australian Government Notice of Assessment (<12 months old)
- Original Certified Copy of Australian Bank statement (<12 months old)
- Original Certified Copy of rental agreement
- Original Certified Copy of Australian Working with Children Check or Blue Card
- Original Certified Copy of Australian Defence Force Identification Card
- Original Certified Copy of Utility Bill (water or electricity or council rates bill (<3 months old))

The following parties can certify documents: legal practitioner, judge, magistrate, Justice of the Peace, police officer, permanent employee of the Australian Postal Corporation with 2 or more years of service, finance company director / partner with 2 or more years of service, an officer with or an authorised representative of a holder of an Australian Financial Services Licence, member of the Institute of Chartered Accountants in Australia, CPA Australian or the National Institute of Accountants with 2 or more years continuous membership, Dentist, Chiropractor, Medical Practitioner, Nurse, Pharmacist, Optometrist, Patent Attorney, Physiotherapist, Psychologist, Trade Marks attorney, Veterinary surgeon, Bailiff, Marriage celebrant, Australian Consular Official or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955) and all other persons prescribed by Regulation 4 of the Statutory Declarations Regulations.