

Important Information

While AUSIEX and CommSec Adviser Services (CAS) have separated as of 1 May 2021, we will continue to supply certain services to each other during a period of transition while each business develops its own independent solutions.

This includes AUSIEX temporarily providing a secure website for CAS advisers so that you can view and manage all your clients CAS products and accounts.

During this transition period, to ensure that your request is processed correctly please complete only **one** of the following forms relating to the products you manage:

Products managed by Adviser	Form to complete	Where to send the form
Only ACA and/or CAS investment lending products	Please proceed to the following page to complete the CAS branded form	Return to CAS by email or post
ACA and/or CAS investment lending products <u>AND</u> trading with AUSIEX	For Adviser maintenance requests where an adviser has a CommBank ACA or investment lending product <u>AND</u> an AUSIEX trading product, please complete the AUSIEX branded forms available on the ausiex.com.au website.	Return to AUSIEX by eSubmit on Ausiex.com.au or by post. By completing the AUSIEX adviser form, you authorise AUSIEX to share your information with CAS to update CAS systems for the purpose of giving effect to the instructions contained in the form.

If you don't currently manage an active ACA and/or CAS Investment Lending Product and you only have access to manage active AUSIEX Trading accounts, please go to www.ausiex.com.au to obtain their adviser maintenance form.

We're here to help

If you have any questions, please contact us on **13 15 20** between 8.30am and 6pm (Sydney time), Monday to Friday.

We thank you for your support.

 This form uses JavaScript for optimal performance. Please ensure you have this enabled.

Important Information

To be completed by existing advisers only, when moving to a new Dealer Group.

1. Adviser Details

Dealer Group Details – Please select one only

<input type="radio"/> AFSL holder	
AFSL number	Licensee name
<input type="text"/>	<input type="text"/>
<input type="radio"/> or Non-AFSL holder	
Full company name – As registered by ASIC	Australian Company Number – ACN
<input type="text"/>	<input type="text"/>

Business Development Manager Details – Optional

Business Development Manager name

Adviser Details

Mr
 Ms
 Mrs
 Miss
 Dr
 Other

First name	Middle name/s	Surname	Date of birth – DD / MM / YYYY
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>
Other name/s commonly known by – If applicable		Authorised representative number	
<input type="text"/>		<input type="text"/>	

Adviser Contact Details

Residential Address of the Adviser

Street address – Cannot be a PO Box

Suburb	State	Postcode	Country – If not Australia
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

1. Adviser Details – Continues on the next page

Registered Address of the Business

Street address

Suburb

State

Postcode

Country – *If not Australia*

Postal Address of the Business

Same as registered address

Street address

Suburb

State

Postcode

Country – *If not Australia*

Preferred Contact Method

Email address – *Mandatory*

Mobile number – *Mandatory*

Home number

Work number

Preferred contact number Mobile Home Work

2. Sole Trader Information

Complete this section if you are a sole trader

Full business name – *If any*

ABN – Australian Business Number – *Optional*

See [explanatory notes](#) at the end of this document.

Principle Place of Business

Street address

Suburb

State

Postcode

Country – *If not Australia*

i No changes will be made to any existing periodic payment established on Accelerator Cash Accounts. Please complete the 'Periodic Payment Authority Form' available from the website, if changes are required.

3. Acknowledgements

I understand and acknowledge that the law requires applicants to provide true and correct information and state all the names by which they are commonly known. I also understand that the law prohibits the use of false names, as well as the giving, use or production of false or misleading information on documents in connection with an identification procedure. I declare that the information I have provided in this form is true and correct.

I declare:

- I have appropriate qualifications, training and experience;
- I am an authorised representative of the Dealer Group; and
- a copy of the Dealer Group Agreement and/or Dealer Terms of Trade has been provided to me.

I acknowledge that I am responsible to promptly inform the Bank if there is any change to my status as an authorised representative of an AFS licensee, or as a Credit licensee or as a Director/ Employee or as a credit representative of a credit licensee as applicable.

I consent to the collection, use and exchange of my personal information as set out in the Customer Information and Privacy sections of the terms and conditions for the relevant products and services. Where applicable, I authorise CommSec Adviser Services to share my personal information to AUSIEX for the purpose of giving effect to the instructions contained in this form.

I have read and agree to accept and abide by the Terms and Conditions for the relevant product or service prior to receiving any financial service. These, along with other legal documents are available on the CommSec Adviser Services website and where applicable, AUSIEX website and I agree to access these documents from the website.

Important Information

The CBA Group and AUSIEX will continue to work closely with each other leading up to and after the sale to support each others' systems during a period of transition and separation, including access to AUSIEX and CBA Group information, to perform their respective roles relating to your products and to continue to offer you a seamless customer experience.

Adviser Signature

Mr
 Ms
 Mrs
 Miss
 Dr
 Other

Full name

Date – DD / MM / YYYY

/ /

Signature – *Must be signed pen to paper*

Where to from here?

I have attached copies of the following documents:

AFSL holder

- Authorised Representative Certificate or Employee Representative Certificate; and
- Release Letter or Signed Client Letters

Non-AFSL holder

- Release Letter or Signed Client Letters

CommSec Adviser Services (CAS) is a brand of Commonwealth Bank of Australia (the Bank) ABN 48 123 123 124 AFSL and ACL 234945. Lending products under the CAS brand are provided by the Bank and administered by its wholly owned but non-guaranteed subsidiary Commonwealth Securities Limited (CommSec) ABN 60 067 254 399 AFSL 238814. CommSec is a market participant of the ASX and Chi-X Australia, clearing participant of ASX Clear Pty Limited and settlement participant of ASX Settlement Pty Limited.

How to submit your documents

Advisers

Lodge this form and all supporting documents securely via email to commsecadviserservices@cba.com.au

If you are required to send Original Certified Copies of documents please send via post to:

CommSec Adviser Services
Locked Bag 22
Australia Square NSW 1214