



OFFICE USE ONLY

Member No.

Branch Code

A. Contact Details

Full Name of Preschool

Principle place of business

Registered office address

Principle place of administration

ABN (if applicable) Registration Number

Postal Address

Telephone Email

Nomination of a representative to act on the Preschool's behalf at Mutual Bank meetings

The Preschool will be a shareholder of the Mutual Bank. There is no cost for the share.

B. Account Details

Please select the account(s) required, account details and deposit amount:

Accounts	Deposit Book	Cheque Book	Initial Deposit	Term Deposits		
Day-to-Day	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	Long Service & Sick Leave Provisions	<input type="checkbox"/>	Please Invest \$ <input type="text"/>
Fundraising	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	30 - 90 Day	<input type="checkbox"/>	Please Invest \$ <input type="text"/> for <input type="text"/> days
Petty Cash	<input type="checkbox"/>		\$ <input type="text"/>	120 - 180 Day	<input type="checkbox"/>	Please Invest \$ <input type="text"/> for <input type="text"/> days
Preschool Savings	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	Access		
Long Service & Sick Leave Provisions	<input type="checkbox"/>		\$ <input type="text"/>	Business Internet Banking	<input type="checkbox"/>	

C. Signatories

Signatory 1

Title: Mr Mrs Miss Ms Mx

Client No.

Full Name: Surname

Given Names Date of Birth

Residential Address Postcode

Postal Address Postcode

Home Telephone Work Telephone Mobile

Email Facsimile Occupation

Are you a permanent resident of Australia? Yes No

Are you a citizen of any country other than Australia? Yes No If yes, please list all countries of citizenship

Are you a resident for tax purposes of another country? Yes No If yes, please state all countries where tax is payable

(If you ticked Yes, please ensure the 'Victoria Teachers Mutual Bank CRS self-certification' form is also completed)

Signatory 2

Title: Mr Mrs Miss Ms Mx

Client No.

Full Name: Surname

Given Names Date of Birth

Residential Address Postcode

Postal Address Postcode

Home Telephone Work Telephone Mobile

Email Facsimile Occupation

Are you a permanent resident of Australia? Yes No

Are you a citizen of any country other than Australia? Yes No If yes, please list all countries of citizenship

Are you a resident for tax purposes of another country? Yes No If yes, please state all countries where tax is payable

(If you ticked Yes, please ensure the 'Victoria Teachers Mutual Bank CRS self-certification' form is also completed)

C. Signatories (continued)

Signatory 3

OFFICE USE ONLY

Title: Mr Mrs Miss Ms Mx

Client No.

Full Name: Surname

Given Names

Date of Birth

Residential Address

Postcode

Postal Address

Postcode

Home Telephone

Work Telephone

Mobile

Email

Facsimile

Occupation

Are you a permanent resident of Australia? Yes No

Are you a citizen of any country other than Australia? Yes No If yes, please list all countries of citizenship

Are you a resident for tax purposes of another country? Yes No If yes, please state all countries where tax is payable

(If you ticked Yes, please ensure the 'Victoria Teachers Mutual Bank CRS self-certification' form is also completed)

D. Consent for Electronic Verification of Identity

The AML/CTF Act requires the Mutual Bank to verify your identity prior to providing a financial product or service. To verify your identity electronically, the Mutual Bank requires your consent for us to provide personal details such as your name, address and date of birth to one of our credit reporting bodies who will electronically match the information against the details including credit file information, held on their database. The Mutual Bank will then receive an overall assessment from the credit reporting body of the matching data which will be used solely for the purpose of verifying your identity, in accordance with the AML/CTF Act.

An alternative means of verifying your identity is available using a documentation-based procedure if you choose not to consent to Electronic Verification.

Please tick the box below if you consent to the Mutual Bank verifying your identity electronically.

Signatory 1 Yes Signatory 2 Yes Signatory 3 Yes

E. Politically Exposed Persons

A Politically Exposed Person is an individual or immediate family member, or close associate of the individual who holds, or has held a prominent public position either domestically or internationally in a government body or an international organisation. For example heads of state, country or government, senior politicians, government or political party officials, judicial or military officials, senior foreign representative, ambassador or high commissioner, central bank governor, directors or senior executives of any state enterprise or of international organisations. With regard to the above definition, do you believe yourself, a member of your immediate family or a close associate, to be a Politically Exposed Person?

Signatory 1 Yes No Signatory 2 Yes No Signatory 3 Yes No

F. Governing Committee Information

Please state Full Name of each of the officers (or equivalent officer in each case):

Chairperson

Does the Chairperson own or control 25% or more of the preschool? Yes No

Secretary

Does the Secretary own or control 25% or more of the preschool? Yes No

Treasurer

Does the Treasurer own or control 25% or more of the preschool? Yes No

G. Beneficial Ownership

Australia's Anti-Money Laundering & Counter-Terrorism Financing laws require the Mutual Bank to collect and verify information about the beneficial ownership and control of its non-individual customers. A beneficial owner is any individual who owns or controls 25% or more of a legal entity.

'Ownership' means ownership (either directly or indirectly) of 25% or more of an entity.

'Control' includes as a result of, or by means of, trusts, agreements, understandings and practices, whether or not having legal or equitable force and whether or not based on legal or equitable rights, and includes exercising control through the capacity to determine decisions about financial and operating policies.

'Senior Managing Official' means an individual who makes decisions affecting a substantial part of the preschool's operations or who has the capacity to significantly affect the financial standing of the preschool.

Please state full name and position of the Senior Managing Official of the preschool?

Other than the governing committee, does any individual own or control 25% or more of the preschool or have entitlement to exercise 25% or more of the voting rights or entitlement to 25% or more of property of pre-school upon dissolution? Yes No

If Yes, Please state full name and position of any individual who owns 25% or more of the preschool.

(please note that any beneficial owner of the preschool who is not a signatory on the account must also complete and sign a Beneficial Ownership and control form).

H. Important Information About Your Privacy

What information can be disclosed?

The Privacy Act allows Victoria Teachers Mutual Bank and other applicable persons to disclose personal information about you when related to the primary purpose for which it was collected.

Your sensitive information (e.g. membership of a professional or trade association) may also be disclosed where relevant to the purposes for collecting it.

Why do we obtain information?

Before, during or after the provision of our products and services to you, we may obtain your personal information for the purpose of providing products and services to you and managing our business.

If you do not provide us with the personal information that we request, we may not be able to consider your application or provide other services.

Who can give or obtain information?

For the purpose of providing products and services to you and managing our business, we may give information to:

- External service providers to us, such as organisations which we use to verify your identity, payment systems operators, mailing houses and research consultants;
- Insurers and re-insurers, where insurance is provided in connection with our services to you;
- Superannuation funds, where superannuation services are provided to you;
- Debt collecting agencies or credit reporting bodies, if you have not repaid a loan or debt as required;
- Our professional advisors, such as accountants, lawyers and auditors;
- Your representative, for example, lawyer, mortgage broker, financial advisor or attorney, as authorised by you;
- Government and regulatory authorities, if required or authorised by law; or
- Obtain personal information about you from your employer and any referees that you may provide.

Overseas disclosures

We may disclose your personal information overseas. The countries where we are likely to disclose your personal information include the United States of America and countries within Europe. However, if we do disclose this information outside Australia, we will do so on the basis that the information will be used only for the purposes set out in this section.

Personal information about third parties

You represent that, if at any time you supply us with personal information about another person (for example a referee), you are authorised to do so; and you agree to inform that person who we are, how to contact us, and how to obtain our Privacy Policy, and that we will use and disclose their personal information for the purposes set out in this Notice and that they can gain access to that information by contacting us.

Security, privacy policy, and marketing preferences

Security

We take all reasonable steps to ensure that all your personal information held by us (on our website or otherwise), is protected from misuse, interference and loss, and from unauthorised access, disclosure or modification.

Privacy Policy

Our Privacy Policy located on our website at victeach.com.au provides additional information about how we handle your personal information. It sets out how you can ask for access to personal information we hold about you and seek correction of that information. It also explains how you can complain about a breach of the Privacy Act or the Credit Reporting Privacy Code and how we will deal with your complaint. We will give you a copy of our Privacy Policy on request.

Marketing preferences

We may use information about you to inform you about products and services (unless you ask us not to). We may do so even if you are on the Do Not Call Register.

(c) Copyright exists in this document.

I. Signatures

Governing Committee & signatories declaration & signature

Note: This application must be completed and signed by at least one member of the Governing Committee and all signatories.

I declare the details on this form to be true and correct. I acknowledge that the Mutual Bank will collect information (including personal information) from me as required by the Anti-Money Laundering and Counter-Terrorism Financing (AML/CTF) Act 2006 (Cth) and that it may take steps to verify the information it has collected.

Signatory 1

Name

Signature Date

Signatory 3

Name

Signature Date

Signatory 2

Name

Signature Date

Refer to the Financial Services Guide (FSG) and Terms and Conditions brochures available at our branches, on our website victeach.com.au or by contacting us on **1300 654 822**. These documents should be considered before acquiring a product.