

# ANZ INTERNET BANKING BUSINESS MAINTENANCE FORM

(Kiribati only)



Please fill out this form to make changes to the entity's ANZ Internet Banking service. Please complete the sections listed next to the changes you'd like to make to your ANZ Internet Banking set up or access. Once you have completed the relevant sections, please send the original copy of this form to your local ANZ branch. You will need to complete a separate maintenance form for each entity whose ANZ Internet Banking set up or access you are changing.

Words used as defined terms have the meanings given to them in the ANZ Internet Banking Terms and Conditions.

If you require assistance in completing this form please contact your ANZ Relationship Manager, or call the ANZ Internet Banking Support Centre. This form can be completed online and printed for signing. If you are not completing this form online, please print in BLOCK LETTERS.

## Change you'd like to make

## Sections to complete

Changing your business contact person	1, 2, 9 and 10
Changing the ANZ accounts you have linked to ANZ Internet Banking	1, 4, 9 and 10
Changing ANZ Internet Banking access, including Authorisation Limits for existing Authorised Users	1, 5, 9 and 10
Adding Authorised Users to ANZ Internet Banking	1, 5, 9 and 10
Removing Authorised Users to ANZ Internet Banking	1, 6, 9 and 10
Amending your Account Limit	1, 7, 9 and 10
Cancelling your registration to ANZ Internet Banking	1, 8, 9 and 10

## SECTION 1: CUSTOMER DETAILS

Name of entity	<input type="text"/>		
Trading name (if applicable)	<input type="text"/>		
Contact person	<input type="text"/>		
Telephone number	<input type="text"/>	Facsimile number	<input type="text"/>

## SECTION 2: BUSINESS CONTACT PERSON

Please nominate a new contact person who is authorised by the entity to speak to ANZ about ANZ Internet Banking. This person must already be identified and verified by ANZ in accordance with the law and ANZ's customer identification procedures.

Surname	<input type="text"/>	Given names(s)	<input type="text"/>
Telephone number	<input type="text"/>	Facsimile number	<input type="text"/>

## SECTION 3: SECURITY CODE

Please nominate below an ANZ Internet Banking security code for the contact person. This security code is required when contacting ANZ regarding ANZ Internet Banking. The security code can be letters or numbers, or a combination of both.

**Security code** (between 6 to 14 characters)

Fold and staple this section to keep your security code private.

**Please note:** This is **not** your ANZ Internet Banking Password.

If the business contact person is also registered for ANZ Internet Banking as a personal customer, then he/she must also use this security code when contacting ANZ Internet Banking Support Centre in relation to accounts linked to ANZ Internet Banking as a personal customer.

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## SECTION 4: ACCOUNT(S) LINKING TO ANZ INTERNET BANKING

In this section, you can add, maintain or remove ANZ Account(s) the entity would like to be linked on ANZ Internet Banking.

**Please note:** The same number of Authorised Users must also be Account Signatories of the relevant ANZ Account(s) listed below as mandated by the Account authority(ies) held by ANZ for authorisations of transactions submitted through ANZ Internet Banking.

You must also nominate one (1) Account to be the Prime Account for the purposes of ANZ Internet Banking, the address of which will be used to confirm your registration and any future changes to your ANZ Internet Banking access. This is only required when removing an Account that is currently the Prime Account.

### Account 1

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

### Account 2

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

### Account 3

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

### Account 4

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

### Account 5

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

### Account 6

Amendment type  Add  Maintain  Remove  Make Prime Account

Account name

**BANK USE ONLY** Account Authority

Account number

If more than six Accounts are required, please copy this section and section 5 as required, correctly renumber the Accounts and attach the pages to this form.

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## SECTION 5 – ADDING AUTHORISED USERS AND CHANGING ACCESS LEVELS, INCLUDING AUTHORISATION LIMITS, FOR EXISTING AUTHORISED USERS

In this section, please list the individuals you wish to add or maintain as Authorised Users, being person(s) who are authorised to access the ANZ Account(s) listed in section 4 using ANZ Internet Banking.

For each person listed below, please select:

- (1) whether you wish to add or maintain this person as an Authorised User;
- (2) the Authorised User type;
- (3) the eligible ANZ Account(s) you wish this person to access on ANZ Internet Banking;
- (4) the Access Level for each ANZ Account the person is authorised to access on ANZ Internet Banking; and
- (5) the Authorisation Limit if this person has been granted Value Access to the ANZ Account(s) on ANZ Internet Banking.

### Function Levels

- > Authorised Signatory (Level 1) – Can view, initiate and authorise transactions through ANZ Internet Banking;
- > Authorised Signatory (Level 2) – Can view and authorise transactions through ANZ Internet Banking;
- > Business Administrator (Level 1) – Can set up Business Operators\*, view, initiate and authorise transactions through ANZ Internet Banking;
- > Business Administrator (Level 2) – Can set up Business Operators\*, view and initiate transactions through ANZ Internet Banking;
- > Business Administrator (Level 3) – Can set up Business Operators\* and view transactions through ANZ Internet Banking.

\* Business Operators are appointed and maintained by Business Administrators through ANZ Internet Banking and therefore are not listed on this form. Business Operators are permitted to view transactions or view and initiate transactions on the Account Holder's nominated linked Account(s) through ANZ Internet Banking only and not through any other means.

At least one Authorised User must be a Business Administrator (Level 1 -3).

### Access levels

- > Value Access – Can fully operate and transact on the nominated linked Account(s) through ANZ Internet Banking, subject to the Authorised User's Authorisation Limit and Multiple Authorisation requirements nominated by the Account Holder for authorisations of transactions
- > Non Value Access – Can only view information about the nominated linked Account(s) through ANZ Internet Banking.

### Authorisation Limit

This is the maximum limit that an Authorised User may authorise per transaction on nominated linked Account(s) through the Electronic Banking Services subject to the Account Limit and any transfer limit imposed by Law. The existing default Authorisation Limit will apply, unless nominated otherwise below. The Authorisation Limit is the lesser value of the Account Limit, or the lowest limit granted to the Authorised User under each Account referred to in section 4 as per the Account authorities held by ANZ. ANZ reserves the right to lower the Authorisation Limit to honour Account permissions.

### Adding Authorised Users

Total number of new Authorised Users requested

### Please note:

Each Authorised User listed below must complete the ANZ Internet Banking Authorised User Registration Form. For security purposes please send each form to ANZ separately.

If there are insufficient Authorised Users assigned to authorise transactions, certain ANZ Internet Banking features may be unavailable.

All Authorised Users:

- (a) except for Business Operators, must be signatories to the ANZ Accounts(s) specified in this form (as reflected on the relevant Account authority for each ANZ Account); and
- (b) nominated as an Authorised Signatory or as a Business Administrator must comply with the law and satisfy ANZ's customer identification and verification requirements.

ANZ may also require Business Operators to satisfy ANZ's customer identification requirements from time to time.

Except for the Multiple Authorisation requirements which apply, the Access Level, the Function Level, and any limits that apply for transactions initiated and/or authorised by an Authorised User for the purposes of ANZ Internet Banking are applicable for the Authorised User's use and operation of ANZ Internet Banking only and may differ from the level of authority granted to that person for functions and/or transactions conducted outside ANZ Internet Banking.

You need only select the details you want to change. If you added an Account in section 4, you will need to amend any Authorised User you want to be able to access that Account on ANZ Internet Banking.

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## SECTION 5 - ADDING AUTHORISED USERS AND CHANGING ACCESS LEVELS, INCLUDING AUTHORISATION LIMITS, FOR EXISTING AUTHORISED USERS (continued)

### Authorised User 1

Add new Authorised User  Maintain existing Authorised User Existing ANZ Internet Banking User ID

Surname  Given names(s)

Date of birth

### Function Level (Please tick only one)

- Authorised Signatory (Level 1) [CI]  Authorised Signatory (Level 2) [CA]  
 Business Administrator (Level 1) [AV]  Business Administrator (Level 2) [AI]  Business Administrator (Level 3) [AA]

### Authorised User's Account(s) access

Referring to the ANZ Account(s) listed in section 4, please set out the new additions and changes to the ANZ Account(s) you wish this person to access, on ANZ Internet Banking, including the Access Level.

Value	Non Value	Remove	Account number	Currency
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Authorisation Limit

Select one of the following options to set the Authorisation Limit. Not required for Business Administrator (Level 2 & 3).

**Note:** If you do not select an option, the default limit will apply.

- As per Account authorities held by ANZ (ANZ will apply the lowest limit applicable for ANZ Account(s) selected above)  
 Other  (Must be lower than the Account Limit referred to in section 5 above, or the lowest limit applicable for the ANZ Account(s) selected above as per Account authorities held by ANZ)

### Authorised User 2

Add new Authorised User  Maintain existing Authorised User Existing ANZ Internet Banking User ID

Surname  Given names(s)

Date of birth

### Function Level (Please tick only one)

- Authorised Signatory (Level 1) [CI]  Authorised Signatory (Level 2) [CA]  
 Business Administrator (Level 1) [AV]  Business Administrator (Level 2) [AI]  Business Administrator (Level 3) [AA]

### Authorised User's Account(s) access

Referring to the ANZ Account(s) listed in section 4, please set out the new additions and changes to the ANZ Account(s) you wish this person to access, on ANZ Internet Banking, including the Access Level.

Value	Non Value	Remove	Account number	Currency
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

### Authorisation Limit

Select one of the following options to set the Authorisation Limit. Not required for Business Administrator (Level 2 & 3).

**Note:** If you do not select an option, the default limit will apply.

- As per Account authorities held by ANZ (ANZ will apply the lowest limit applicable for ANZ Account(s) selected above)  
 Other  (Must be lower than the Account Limit referred to in section 5 above, or the lowest limit applicable for the ANZ Account(s) selected above as per Account authorities held by ANZ)

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## SECTION 5 - ADDING AUTHORISED USERS AND CHANGING ACCESS LEVELS, INCLUDING AUTHORISATION LIMITS, FOR EXISTING AUTHORISED USERS (continued)

### Authorised User 3

Add new Authorised User  Maintain existing Authorised User Existing ANZ Internet Banking User ID

Surname  Given names(s)

Date of birth

#### Function Level (Please tick only one)

- Authorised Signatory (Level 1) [CI]  Authorised Signatory (Level 2) [CA]  
 Business Administrator (Level 1) [AV]  Business Administrator (Level 2) [AI]  Business Administrator (Level 3) [AA]

#### Authorised User's Account(s) access

Referring to the ANZ Account(s) listed in section 4, please set out the new additions and changes to the ANZ Account(s) you wish this person to access, on ANZ Internet Banking, including the Access Level.

Value	Non Value	Remove	Account number	Currency
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

#### Authorisation Limit

Select one of the following options to set the Authorisation Limit. Not required for Business Administrator (Level 2 & 3).

**Note:** If you do not select an option, the default limit will apply.

- As per Account authorities held by ANZ (ANZ will apply the lowest limit applicable for ANZ Account(s) selected above)  
 Other  (Must be lower than the Account Limit referred to in section 5 above, or the lowest limit applicable for the ANZ Account(s) selected above as per Account authorities held by ANZ)

### Authorised User 4

Add new Authorised User  Maintain existing Authorised User Existing ANZ Internet Banking User ID

Surname  Given names(s)

Date of birth

#### Function Level (Please tick only one)

- Authorised Signatory (Level 1) [CI]  Authorised Signatory (Level 2) [CA]  
 Business Administrator (Level 1) [AV]  Business Administrator (Level 2) [AI]  Business Administrator (Level 3) [AA]

#### Authorised User's Account(s) access

Referring to the ANZ Account(s) listed in section 4, please set out the new additions and changes to the ANZ Account(s) you wish this person to access, on ANZ Internet Banking, including the Access Level.

Value	Non Value	Remove	Account number	Currency
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

#### Authorisation Limit

Select one of the following options to set the Authorisation Limit. Not required for Business Administrator (Level 2 & 3).

**Note:** If you do not select an option, the default limit will apply.

- As per Account authorities held by ANZ (ANZ will apply the lowest limit applicable for ANZ Account(s) selected above)  
 Other  (Must be lower than the Account Limit referred to in section 5 above, or the lowest limit applicable for the ANZ Account(s) selected above as per Account authorities held by ANZ)

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## SECTION 6 – REMOVING AUTHORISED USERS

To remove Authorised Users so they can no longer access your ANZ Account(s) using ANZ Internet Banking, please record their details below. If you would like to change the authorised signatories on your ANZ Account(s), please speak to your ANZ Relationship Manager.

**Please note:** Changes to Operators must be made by a Business Administrator within ANZ Internet Banking.

Existing ANZ Internet Banking User ID	Functional level	Full name

## SECTION 7 – ACCOUNT LIMIT

This is the maximum daily cumulative amount for all transactions initiated through ANZ Internet Banking, excluding Funds Transfers Between My Accounts transactions denominated in the same currency, Diskpay Payments, Payroll Payments, Bill Payments and Cross Currency Transfer Requests. Please nominate below a new Account Limit. ANZ reserves the right to lower the Account Limit to honour Account permissions.

## SECTION 8- CANCELLATION OF ANZ INTERNET BANKING SERVICE

Please tick the box below if you wish to cancel the entity's, including the nominated Authorised Users', registration and access to ANZ Internet Banking.

Cancel ANZ Internet Banking

## SECTION 9 – CONFIDENTIAL INFORMATION AND PRIVACY

By applying for this service, Australia and New Zealand Banking Group Limited ("ANZ") is likely to collect and use some of your information, including details about your transactions, your financial conditions, your account relationship with ANZ and/or your Account(s) (herein collectively referred to as "Information"). ANZ explains below when and how ANZ may collect and use your Information.

### Collection of your Information by ANZ

ANZ may collect your Information: to assist in providing information about a product or service; to consider your request for a product or service; to enable ANZ to provide a product or service; to tell you about other products or services that may be of interest to you; to perform other administrative and operational tasks (including risk management, systems development and testing, credit scoring, staff training and market or customer satisfaction research); to prevent or investigate any fraud or crime (or a suspected fraud or crime); and as required by relevant laws, regulations and external payment systems, whether inside or outside the country in which you are domiciled.

### Absence of relevant Information

If you do not provide some or all of the information requested, ANZ may be unable to provide you with a product or service.

### Disclosures by ANZ

Subject to ANZ's general duties of confidentiality towards ANZ's customers and to the extent permitted or required by law, by applying for ANZ Internet Banking, you agree that ANZ may use and disclose your Information to: any ANZ Group Member; any office, branch, affiliate, subsidiary, employee or agent of an ANZ Group Member or to its auditors or legal advisers; credit reporting or debit collecting agencies; any outsourced provider, agents and contractors which ANZ or any ANZ Group Member engages to carry out or assist its functions and activities; regulatory bodies, government agencies, law enforcement bodies, taxation authorities and courts within or outside the country in which you are domiciled; other parties ANZ is authorised or required by law of the country in which you are domiciled or by law of another country to disclose Information to; other banks and financial institutions; your authorised agents or your executor, administrator or legal representative; any person where in ANZ's view, the disclosures are necessary or desirable for the purpose of allowing ANZ to perform its duties and exercise its powers and rights under these Terms and Conditions; and any person as ANZ shall in its absolute discretion think fit.

You further agree and acknowledge that any ANZ Group Member may transfer any of the above Information to any party to whom it is authorised to disclose the same referred to above notwithstanding that such party's principal place of business is outside the jurisdiction in which you are domiciled or that such Information will be collected, held, processed or used by such party in whole or in part outside the jurisdiction in which you are domiciled.

### Accessing your Information held by ANZ

To the extent permitted by law, you may access your Information at any time by asking to do so at any ANZ branch.

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## SECTION 10 - CUSTOMER AGREEMENT

By signing below I/we acknowledge and agree that:

1. I/we and my/our Authorised Users will be bound to the ANZ Internet Banking Terms and Conditions when using ANZ Internet Banking and acknowledge that I/we and my/our Authorised Users have been given the opportunity to read, understand and accept the same; I/we (as the entity named on this form) are liable for the use of ANZ Internet Banking by my/our Authorised Users and that I/we are responsible for ensuring that each Authorised User complies with all obligations imposed on me/us and my/our Authorised Users under the ANZ Internet Banking Terms and Conditions;
2. I/we warrant that:
  - (a) if the entity is a company or an incorporated body, a resolution was passed in accordance with the entity's Constitution or Memorandum and Articles of Association; or
  - (b) I/we are duly authorised;to request the changes noted on this form to be made for the use of ANZ Internet Banking subject to the ANZ Internet Banking Terms and Conditions, and the supporting documentation provided together with this form evidences the matters stated in this clause;  
**(Note: Please attach a copy of a power of attorney and/or minutes of the entity's resolution to certify the above)**
3. I/we agree that the contents of this form are true and correct and that my/our signature below evidences my understanding of and consent to all matters set out in this form, including the Confidential Information and Privacy Statement above.

The ANZ Internet Banking Terms and Conditions can be accessed online on ANZ's website, at any ANZ branch and at initial log on of ANZ Internet Banking.

### Acknowledged and Agreed for Corporations, Sole Proprietors, Partnerships, Trusts and Other Entities.

#### Authorised Signatories

**Signatory 1** Title  Full name

Signature

Date

**Signatory 2** Title  Full name

Signature

Date

**Signatory 3** Title  Full name

Signature

Date

**Signatory 4** Title  Full name

Signature

Date

**Signatory 5** Title  Full name

Signature

Date

**Signatory 6** Title  Full name

Signature

Date

For a company or other business entity, affix seal (if applicable)

# ANZ INTERNET BANKING BUSINESS MAINTENANCE FORM

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## BANK USE ONLY – Retain original file in customer's file

User ID of business  Customer number   Account authorities checked  
 100 point check completed

Documents and signatures verified by  Signatures verified by

Name and phone number of person completing form

Increase in Account Limit approved by  Forwarded to DCM

Email of person completing this form

## DCM USE

Date received    Actioned by

Date actioned    Checked by