

# Bankwest Cash Management Account and Share Trading Account Closure Form

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Trading Account Number

Trading Account Name(s)

Please choose one of the options below:

- I/We would like to close my/our Online Share Trading Account. Please complete Section A. (NOTE: if you choose this option, your Online Share Trading Account and Bankwest Cash Management Account will both be closed)
- I/We would like to change the settlement account to the existing nominated subscriptions account. Please complete Section B.
- I/We would like to change the settlement account to a new bank account – please complete the Direct Debit / Direct Credit Request below. Please complete Section B.

**Note:** If none of the options above are chosen, the settlement method on your Share Trading Account will be changed to your nominated subscriptions account.

Any remaining funds in your Bankwest Money Market Account will be credited to your nominated subscriptions account. If you have opted to change your settlement account to a new account, the funds will be credited to the new bank account. If you do not have a nominated subscriptions account, a cheque will be issued to your current postal address.

## A. Account Closure Instructions

I/We would like to close my/our Bankwest Money Market Account in the name(s)

Bank State Branch (BSB)

Account Number

Signature of Individual / Client 1 / Director 1

Date:

DD / MM / YY

Signature of Individual / Client 2 (Joint) / Director 2

Date:

DD / MM / YY

Signature of Individual / Client 3 (Joint) / Director 3

Date:

DD / MM / YY

## B. Direct Debit / Direct Credit Request

### Bank account details

Your settlement bank account where you would like the funds to be debited from or credited to when buying and selling shares through your Share Trading Account.

**Note:** Your settlement bank account must be in the same name as your Online Share Trading Account

Name of Financial Institution

Address of Financial Institution

Bank Account Name

BSB

Bank Account Number

This agreement and the Direct Debit/Direct Credit Request form set out details of the terms on which you have authorised the Participant to arrange for amounts owing to us to be made by deduction from your account at your financial institution or for amounts to be credited to your account.

1. The Participant will advise you, in writing or electronically, in the form of a confirmation, the drawing details that includes the settlement amount due and the settlement date.
2. Where the settlement date falls on a non-Business Day, the Participant will draw the amount on the following Business Day. Please contact your financial institution direct if you are uncertain when a debit will be processed to your account.
3. The Participant reserves the right to charge a dishonour fee if any debit item already debited from your settlement account is returned as unpaid by the financial institution.
4. The Participant will keep your information about your settlement account at the financial institution private and confidential unless this information is required by your Financial Institution to investigate a claim made on it relating to an alleged incorrect or wrongful debt, or as otherwise required by law.
5. In the event of a debit returned unpaid, the Participant may attempt a redraw on your settlement account.
6. The Participant will advise you 14 days in advance of any changes to the Direct Debit/Credit arrangements.
7. If you provide an incorrect bank account number, you may incur a fee if the Participant has processed a transaction to that account.

### Your rights

8. You may terminate the Direct Debit/ Credit arrangement of your trades with us; however, this termination must be in writing.

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- Where you consider the debit/credit is incorrect in either the due date or amount or both, you should raise the matter with us.
- Please contact the Participant during business hours for all matters relating to the Direct Debit and Direct Credit arrangements, including to request a deferment or stopping of debits, questions regarding the amounts or dates of credits or debits or altering or stopping the arrangement. You can also contact your nominated financial institution to request a stop or cancellation of the Direct Debit arrangement or to dispute a debit to your settlement account. We have a dispute resolution process available if you have a complaint which we do not resolve. Further information on that process is in the Financial Services Guide which is available online or by calling the Participant.

## Your responsibilities

- It is your responsibility:
  - to check with the Financial Institution where your account is held before completing the Direct Debit/Credit Request ('DDCR') as Direct Debiting/ Crediting through Bulk Electronic Clearing System ('BECS') is not allowed on the full range of accounts. You should also complete your account details, including Bank State Branch ('BSB') number, directly off a recent account statement from your Financial Institution;
  - to ensure sufficient cleared funds are available in the settlement account to meet the debit on the due settlement date of your transactions executed by the Participant;
  - to ensure that the authorisation to debit/credit the settlement account is in the same name as the account signing the instruction held by the financial institution where the account is held;

When you BUY shares, the funds required to settle your trade are debited from the bank account specified. When you SELL shares, the proceeds are credited to the bank account specified. Bank account name(s) must match broking registration name(s).

- I/We understand and acknowledge that:
  - my/our financial institution has absolute discretion to decide the order in which it will pay moneys under this request, or any other request, authority or mandate;
  - my/our financial institution has absolute discretion to refuse to honour this request at any time;
  - I/we may vary the amount or frequency of future debits to meet amounts payable under the Service;
  - this request operates on the terms of the Direct Debit and Direct Credit Request Service Agreement (as varied by you) which I/we have read and agree to;
  - the information and privacy consent in the terms and conditions of the Participant's Privacy Policy will apply to the personal information collected on this form;
  - the account details are correct and have been checked against a

recent account statement from the nominated financial institution.

- I/We authorise and request, Australian Investment Exchange Ltd (APCA ID. Direct Debit ID is 093 993, Direct Credit ID 093 992) to arrange for funds to be debited from and credited to my/our account at the financial institution specified in the application and as prescribed below through the Bulk Electronic Clearing System (BECS). This authorisation is to remain in force in accordance with the terms described in the Direct Debit/Direct Credit Request Service Agreement below.
  - I/We agree for The Participant to remit funds to my/our choice of settlement bank account.
  - I/We authorise the following:
    - The Participant to verify the details of the account mentioned in this form with my/our Financial Institution
    - The Financial Institution to release information allowing the Participant to verify the account details mentioned in this form
- If changing settlement account from a Bankwest Account to a Direct Debit Account.**
- I/We authorise The Participant to close my/our current Bankwest Settlement account and remit any remaining balance in my/our Bankwest Settlement account to my/our nominated bank account.

## Signature of Applicant (1)/(Sole) Director 1/Trustee 1

Date: DD / MM / YY

## Signature of Applicant (2)/Director 2/Trustee 2

Date: DD / MM / YY

## Signature of Applicant (3)/Director 3/Trustee 3

Date: DD / MM / YY