

# Minor Account Guarantee and Authorised Signatory Form



Please complete this form in **BLOCK LETTERS** using black ink.  
Please note that all fields in each section are mandatory unless specified otherwise.

## A ACCOUNT THIS GUARANTEE AND AUTHORITY APPLIES TO

ACCOUNT LABEL (e.g. Holiday Account, Christmas Fund)

FULL NAME OF MINOR

## B PARENT OR LEGAL GUARDIAN DETAILS

TITLE GIVEN NAME(S)

 

PREFERRED CONTACT NUMBER

HOME  WORK  MOBILE

SURNAME

HOME PHONE NUMBER

OTHER KNOWN NAME (if any)

DATE OF BIRTH

WORK PHONE NUMBER

RESIDENTIAL ADDRESS (PO Box not acceptable)

MOBILE PHONE NUMBER

OCCUPATION

STATE

POSTCODE

DO YOU REQUIRE A VISA DEBIT CARD?  YES  NO

**Note:** A VISA Debit card is not available on accounts where the signing authority is 'two to sign'.

COUNTRY OF RESIDENCE (if not Australia)

DO YOU REQUIRE A CHEQUE BOOK?

YES – 50 LEAF  YES – 100 LEAF  NO

POSTAL ADDRESS (if different from residential address)

STATE

POSTCODE

## ACCOUNT PASSWORD

**FOR YOUR CONFIDENTIALITY, THIS SECTION WILL BE DESTROYED AFTER ACCOUNT OPENING.**

Please nominate an account password for security and identification purposes. The password can be letters and/or numbers with a maximum of 14 characters. For your confidentiality, your password will be destroyed after account opening.

PASSWORD

## C VERIFYING YOUR IDENTITY

The acceptable identification must contain the individual's full name and either residential address or date of birth. The acceptable identification documents comprise:

- (i) one **primary photographic identification** document; **or**
- (ii) one **primary non-photographic identification** document; **and**
- (iii) one **secondary identification** document

Note: Special provisions may also be applied to Minors and Aboriginal Persons or Torres Strait Islanders

<p><b>PRIMARY PHOTOGRAPHIC:</b> Must contain individual's name and either residential address (not PO Box) or date of birth.</p>	<p><b>OR PRIMARY NON-PHOTOGRAPHIC:</b> Must contain individual's name and either residential address (not PO Box) or date of birth.</p>
<ul style="list-style-type: none"> <li>▪ Australian or Foreign Passport (current or expired Australian Passport within the preceding 2 years), with English translation by an accredited translator (if not in English)</li> <li>▪ Australian Driver's or Truck Licence – Current, Full, Interim, Provisional or Learners acceptable</li> <li>▪ Proof of Age Card (issued by an Australian State or Territory)</li> <li>▪ Foreign National Identity Card, with English translation by an accredited translator (if not in English).</li> </ul>	<ul style="list-style-type: none"> <li>▪ Birth Certificate (Australian) or Foreign Birth Certificate with English translation by an accredited translator (if not in English)</li> <li>▪ Birth Extract issued by an Australian State or Territory</li> <li>▪ Citizenship Certificate – Australian or Foreign with English translation by an accredited translator (if not in English)</li> <li>▪ Pension or Government Health Card (reference number required) issued by Centrelink or the Department of Veterans Affairs.</li> </ul>
<p><b>AND SECONDARY:</b> Must contain individual's name and residential address (not PO Box).</p>	<p><b>SPECIAL PROVISIONS</b></p>
<ul style="list-style-type: none"> <li>▪ Notice issued by a Commonwealth, State or Territory Department. Notice of Financial Benefit issued within the preceding 12 months (e.g. Centrelink Statement)</li> <li>▪ Notice issued by the Australian Tax Office of debt or assessment issued within the preceding 12 months</li> <li>▪ Notice less than 3 months old issued by a Local Government Body or Utilities Provider that notes the provision of services to the address of that person (e.g. Council Rates, Water Rates, Electricity Bill, Gas Bill and Telephone Landline Bill)</li> <li>▪ For a person under 18 years, a letter issued by a school principal (dated within the preceding 3 months) which includes a record of the length of time the person has attended the school</li> <li>▪ For a person 7 to 17 years, a Medicare Card. Must show the individual's name.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Minor 0-6 years: Australian or Foreign Birth Certificate or Birth Extract issued by an Australian State or Territory. Must contain individual's name and date of birth</li> <li>▪ Aboriginal + Torres Strait Islander Residents: Statement from 2 persons who are recognised as Community Leaders (including elected members of an Aboriginal Council of the Community to which the individual belongs). Must contain individual's name and either date of birth or residential address (not PO Box).</li> </ul>

<p><b>STAFF USE ONLY</b></p> <p><b>PARENT OR LEGAL GUARDIAN</b></p> <p><b>Existing Customer Only</b></p> <p>CUSTOMER NUMBER <input style="width: 150px;" type="text"/> (and/or) ACCOUNT NUMBER <input style="width: 150px;" type="text"/></p>					
<p><b>NEW CUSTOMER ONLY</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p><b>DOCUMENT 1</b></p> <p>TYPE OF DOCUMENT <input style="width: 95%; height: 20px;" type="text"/></p> <p>DOCUMENT NUMBER <input style="width: 95%; height: 20px;" type="text"/></p> <p>PLACE OF ISSUE <input style="width: 95%; height: 20px;" type="text"/></p> <p>DATE OF ISSUE <input style="width: 150px;" type="text"/> EXPIRY DATE <input style="width: 150px;" type="text"/></p> </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p><b>DOCUMENT 2</b></p> <p>TYPE OF DOCUMENT <input style="width: 95%; height: 20px;" type="text"/></p> <p>DOCUMENT NUMBER <input style="width: 95%; height: 20px;" type="text"/></p> <p>PLACE OF ISSUE <input style="width: 95%; height: 20px;" type="text"/></p> <p>DATE OF ISSUE <input style="width: 150px;" type="text"/> EXPIRY DATE <input style="width: 150px;" type="text"/></p> </td> </tr> </table>				<p><b>DOCUMENT 1</b></p> <p>TYPE OF DOCUMENT <input style="width: 95%; height: 20px;" type="text"/></p> <p>DOCUMENT NUMBER <input style="width: 95%; height: 20px;" type="text"/></p> <p>PLACE OF ISSUE <input style="width: 95%; height: 20px;" type="text"/></p> <p>DATE OF ISSUE <input style="width: 150px;" type="text"/> EXPIRY DATE <input style="width: 150px;" type="text"/></p>	<p><b>DOCUMENT 2</b></p> <p>TYPE OF DOCUMENT <input style="width: 95%; height: 20px;" type="text"/></p> <p>DOCUMENT NUMBER <input style="width: 95%; height: 20px;" type="text"/></p> <p>PLACE OF ISSUE <input style="width: 95%; height: 20px;" type="text"/></p> <p>DATE OF ISSUE <input style="width: 150px;" type="text"/> EXPIRY DATE <input style="width: 150px;" type="text"/></p>
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## **D** PRIVACY DISCLOSURE

### **1. Collection of your personal information**

We, Rural Bank, collect your personal information to assess your application, to provide you with the product or service that you have requested and to assess any future applications for products or services you may make to us or our related entities. Collection of some of this information is required by the Anti-Money Laundering and Counter-Terrorism Financing Act 2006. If you provide incomplete or incorrect information we may be unable to provide you with the product or service you are applying for.

### **2. Collection of personal information about third parties**

We may need to collect personal information about a third party from you as part of this application. If we do this, you agree you will advise that person that we have collected their information, and that in most cases they can access and seek correction of the information we hold about them.

### **3. Use and disclosure of your personal information**

We may use your personal information to perform our business functions (for example internal audit, operational risk, product development and planning). We may also use your personal information to confirm your details (for example contacting your employer to confirm your employment and income details). We treat your personal information as confidential and only disclose it to others where necessary. For example, we usually disclose your information to organisations to whom we outsource functions such as mailing and printing houses, IT providers, our agents and specialist advisers such as accountants and solicitors. Other disclosures usually include joint account holders, account operators and account applicants, insurers, intermediaries and government authorities. Your information may also be disclosed to our related entities, our joint venture partners, product distributors and Community Bank® companies where its confidentiality is maintained at all times.

### **4. Disclosure of personal information to overseas organisations**

Some of the organisations we disclose your personal information to may be located overseas. Where an organisation is located overseas we will either take reasonable steps to ensure that it complies with Australian privacy laws or we will seek your consent to the disclosure.

### **5. Access to and correction of your personal information**

In most cases you can gain access to and seek correction of your personal information. Should you wish to do so, or if you have any queries about your information, please contact us on 1300 660 115.

### **6. Direct marketing**

We may use your personal information to inform you about financial products and services that are related to those you have with us or other products and services we think you may be interested in. These may be products and services provided by us, our related entities or other entities we are associated with. If you do not wish to receive any marketing material from us mark the box in the opt out provision appearing at the end of this form or contact us on 1300 660 115.

### **7. Privacy Policy**

You should also read our Privacy Policy. Our Privacy Policy contains information about:

- a. how you can access and seek correction of your personal information;
- b. how you can complain about a breach of the privacy laws by us and how we will deal with a complaint;
- c. if we disclose personal information to overseas entities, and where practicable, which countries those recipients are located in.

Our Privacy Policy is available on our website [www.ruralbank.com.au](http://www.ruralbank.com.au) or by telephoning 1300 660 115.

## **E** FOREIGN ACCOUNTS TAX COMPLIANCE ACT (FATCA) – COMPLETION OF ALL QUESTIONS IS MANDATORY

Are any applicants Citizens or Residents of the US for Tax purposes?

No

Yes - please complete the Foreign Tax Details Form (F295)

Is the Entity/s created in the US, established under the laws of the US or a US taxpayer?

No

Yes - please complete the Foreign Tax Details Form (F295)

Is the Entity a Financial Institution?

No

Yes - please complete the Foreign Tax Details Form (F295)

Are any controlling persons of an Entity Citizens or Residents of the US for Tax Purposes?

No

Yes - please complete the Foreign Tax Details Form (F295)

For companies, trusts and partnerships a controlling person is an individual who is a shareholder, trustee, beneficiary, settlor or partner AND who owns 25% or more of the Entity, controls 25% or more of the voting rights including a power of veto, or holds the position of senior managing official of the Entity. For associations and co-operatives a controlling person is also an individual who is entitled to 25% or more of the assets of the Entity upon dissolution.

## **COMMON REPORTING STANDARD (CRS) – FOREIGN TAX – COMPLETION OF ALL QUESTIONS IS MANDATORY**

Are any individual applicants residents of any country other than Australia or US?

No

Yes - please complete the Foreign Tax Details Form (F295)

Is the Entity created in any country other than Australia or US?

No

Yes - please complete the Foreign Tax Details Form (F295)

Is the Entity Account Holder a Passive Non-Financial Entity?

No

Yes - please complete the Foreign Tax Details Form (F295)

## F DECLARATION AND EXECUTION

If you are a new customer, you must sign below in the presence of a Bank representative.

- As a parent or legal guardian and an authorised signatory to the minor's account,
1. I consent Rural Bank opening the account to allow the minor to operate the account.
  2. I agree that I will be jointly and severally liable to and indemnify Rural Bank for any amounts due to Rural Bank and for any loss suffered by Rural Bank resulting from or in connection with the minor's breach of the terms and conditions and the amount of such loss will be a debt due to Rural Bank from me ('amount due').
  3. I authorise Rural Bank to deduct any amount due from any account in my name with Rural Bank, or if no account is held with Rural Bank, I agree to pay Rural Bank the amount due within ten business days of receiving a written notice from Rural Bank.
  4. I understand that unless otherwise indicated in this form any one account signatory can operate the account without the others' permission.
  5. I authorise another person to be appointed to this authority who is the legal guardian of the minor if I die or become incapacitated.
  6. I instruct Rural Bank to send statements of the account to my postal address as shown in section B.

7. I/we confirm that I/we have read and agree to the Privacy Disclosure in this application.
8. I acknowledge receiving the Financial Services Guide and agree to be bound by the Banking Account Terms and Conditions.
9. I declare that the information provided in the application and this authority is true and correct and Rural Bank will use it to determine whether or not to open an account and issue a VISA Debit card (if applicable).
10. I acknowledge that any VISA Debit card issued is not a credit card facility and must not be used to overdraw the account. I acknowledge that it may be cancelled at any time.

**Warning:** It is an offence under Part 12 of the Anti-Money Laundering and Counter-Terrorism Act 2006 to provide false or misleading information, provide a false or misleading document or forge a document for use in an applicant identification procedure.

If you wish to opt out from receiving marketing material from Rural Bank please tick this box

### SIGNING AUTHORITY (please tick one box only)

Any  one or  two of the applicants or authorised signatories (if any) can operate this account.  
The signature will become your specimen signature and may be applied to all accounts for which you are an authorised signatory.

#### PARENT OR LEGAL GUARDIAN

SIGNATURE

DATE

FULL NAME

#### MINOR

SIGNATURE

DATE

FULL NAME

## G CHECKING OFFICER DECLARATION

I declare that I have:

1. Checked the application is completed correctly;
2. Verified any existing customer's signature;
3. Verified any new applicant's name, date of birth and residential address against the documents detailed in section C, copies of which have been taken and supplied; and
4. Witnessed any new applicant's signature.

CHECKING OFFICER SIGNATURE

DATE

CHECKING OFFICER NAME

AGENT NUMBER (if applicable)

BRANCH NAME

BRANCH COST CENTRE NUMBER

BRANCH PHONE NUMBER