

# LETTER OF AUTHORITY



Please complete this form if you wish to lodge a letter of authority with One Registry Services.

Please type or print using a **black** pen and print in CAPITAL letters inside the boxes.

## A. Investor Details

Company or Trust in which Investment is held

Full Name(s) of Registered Holding

Registered Address

Suburb/Town

State

Postcode

Investment Profile ID or Account Number

## B. Letter Details

Please accept this letter of authority as my/our authority and request for One Registry Services Pty Limited, its officers and agents to provide information relating to my/our above named security holding to:

Name of Authorised Party

Address of Authorised Party

Suburb/Town

State

Postcode

Email address of Authorised Party

**I/We understand the information provided to the authorised party will be limited to the following:**

1. Disclosure
  - Holding balance
  - Registration details
  - If my/our tax file number (TFN) or Australian Business Number (ABN) is quoted
  - Payment instructions
  - Annual Report election

2. Confirmation only of bank details, if held.

*Note: Requests for a transaction history, a dividend/distribution history or tax statement may attract a fee.*

In consideration of One Registry Services, its officers and agents acting upon this request, I/we hereby covenant to indemnify and forever keep indemnified the Company, its officers and agents, One Registry Services, its officers and agents, from and against all proceedings, claims, demands, damages, reasonable amounts paid in settlement, reasonable costs and expenses, losses and liabilities of whatever nature (whether actual or contingent) suffered or incurred, sustained or threatened against One Registry Services or the Company (including interest, reasonable legal fees and expenses charged at the usual commercial rates of the legal services provider) arising by reason of compliance with this request.

## C. Sign Here – This section MUST be completed

I/We authorise you to act in accordance with my/our instructions set out above. I/We acknowledge that these instructions supersede and have priority over all previous instructions with respect to my/our securities.

**Signature of: Individual Securityholder / Director / Sole Director and Sole Company Secretary**  
(Please delete as applicable)

Name

Date (dd/mm/yyyy)

**Signature of: Joint Securityholder / Director / Company Secretary**  
(Please delete as applicable)

Name

Date (dd/mm/yyyy)

## Important Information

**Individual:** This form is to be signed by the security holder.

**Joint Holding:** Where the holding is in more than one name, all of the security holders must sign.

**Power Of Attorney:** To sign under Power of Attorney, you must have already lodged this document with the registry. If you have not previously lodged this document for notation, please attach an original certified copy of the Power of Attorney to this form when you return it. When signed under Power of Attorney, the attorney states that they have not received a notice of revocation. One Registry Services needs to sight a certified copy of the Power of Attorney.

**Companies:** This form must be signed by either 2 Directors or a Director and a Company Secretary. Alternatively, where the company has a Sole Director and, pursuant to the Corporations Act, there is no Company Secretary, or where the Sole Director is also the Sole Company Secretary, that Director may sign alone and is required to complete the warranty stating that there is no Company Secretary by completing their name in full.

**Privacy Clause:** One Registry Services Pty Ltd (ABN 69 141 757 360) advises that Chapter 2C of the Corporations Act 2001 requires information about you as a security holder (including your name, address and details of the securities you hold) to be included in the public register of the entity in which you hold securities. Information is collected to administer your security holding and if some or all of the information is not collected then it might not be possible to administer your security holding. Your personal information may be disclosed to the entity in which you hold securities. You can obtain access to your personal information by contacting us at the address or telephone number shown on this form. Our privacy policy is available on our website [www.oneregistryservices.com.au](http://www.oneregistryservices.com.au).

## Sending your form

**All correspondence posted to:**

One Registry Services Pty Limited  
PO Box R1479  
Royal Exchange NSW 1225

T: +61 2 8188 1510

E: [info@oneregistryservices.com.au](mailto:info@oneregistryservices.com.au)  
[www.oneregistryservices.com.au](http://www.oneregistryservices.com.au)