

If you have access to the Macquarie Adviser Site and you would like an employee(s) to also have access, they will need to complete Question 5.

Macquarie Adviser Centre Employee Registration Form



Important: Access Codes are issued to individuals. It is your responsibility to advise us if you, or any employee in your company no longer requires access.

PLEASE USE BLACK INK

TO BE COMPLETED BY EMPLOYER

Please fax this form to: 1800 550 140

1 **What is your name?** **Please use BLOCK letters**

	<i>Mr/Mrs/Miss/Ms/Dr/Other</i>	<i>First name(s)</i>	<i>Surname</i>
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Date of birth / / (Year is optional)

2 **What is your Dealer's name?**

3 **Please answer the following:**

(a) What is your Dealer code?	(b) What is your Adviser code?
<input style="width:100%; height:30px;" type="text"/>	<input style="width:100%; height:30px;" type="text"/>

4 **What is your business address?**

Access Codes of employee(s) will be mailed to this address

I/We request access to this service for the person(s) named in question 5, in order to perform services for our clients.

I confirm that I have read, understood and agree to be bound by the conditions of use set out on the back of this form.

Signature of Individual/Director/Secretary
Sole Director/Sole Secretary
(Please circle applicable title)

Signature of Individual/Director/Secretary
(Please circle applicable title)

<i>Signature</i>
<i>Name</i> <i>Date</i>
/ /

<i>Signature</i>
<i>Name</i> <i>Date</i>
/ /

Dealer Stamp

TO BE COMPLETED BY EMPLOYEE(S)

5 **Please sign here:** **By signing below, I confirm that I have read, understood and agree to be bound by the conditions of use set out on the back of this form. I understand that the Macquarie Access Code and password are personal to me.**

(a) Full name

<i>Signature in black ink (one only)</i>	Date of birth
	/ /

Do you have an existing Macquarie Access Code?

Yes Access code No

(b) Full name

<i>Signature in black ink (one only)</i>	Date of birth
	/ /

Do you have an existing Macquarie Access Code?

Yes Access code No

Terms and conditions to which you agree

Macquarie On-Line

Background

- A. Macquarie maintains and offers a facility by which financial intermediaries are able to access Macquarie software containing client data, and transact for clients from a remote location. This facility which includes associated data, information and software owned by or licensed to Macquarie is referred to throughout these conditions of use as “Macquarie On-Line”.
- B. A financial intermediary is an individual, partnership or company that acts on a client’s behalf in respect of investments in Macquarie financial products. Macquarie agrees to allow you, as a financial intermediary, access to and use of Macquarie On-Line on the conditions below.
- C. “You” refers to you as the financial intermediary, your employees and agents or you as employee as the case may be.
- D. “Macquarie” refers to Macquarie Bank Limited, Macquarie Investment Management Limited and each other member of the Macquarie Bank group, their employees and agents.

Conditions of Use

1. You accept that these conditions apply each time you use Macquarie On-Line
2. You agree:
 - (a) to only use Macquarie On-Line if authorised by Macquarie:
 - (i) for legitimate purposes associated with clients and to the extent permitted by their unrevoked authority; and
 - (ii) in accordance with all means of access, security codes and devices nominated by Macquarie (including the Macquarie access code, user identifications, passwords and PINs) – which are collectively referred to as codes;
 - (b) to only upload data on the terms agreed with Macquarie from time to time;
 - (c) not to interfere or damage (or attempt to interfere or damage) any code, data or software associated with Macquarie On-Line (other than to make authorised transactions);
 - (d) to keep confidential any information or data obtained by you at any time by using Macquarie On-Line;
 - (e) to keep each code:
 - (i) confidential and on the terms on which it is given to you; and
 - (ii) secure against any improper or unauthorised use;
 - (f) to restrict access to Macquarie On-Line to your employees and agents for whom access is reasonably necessary to perform your duties to clients and who have been registered with Macquarie;
 - (g) to comply with all requirements of the Privacy Act 1988 as amended and the Macquarie Bank Privacy Policy with respect to any personal information Macquarie shares with you; and
 - (h) to ensure that your employees and agents understand and comply with these conditions of use and enforce them at your expense.
3. You will immediately advise Macquarie if:
 - (a) any person to whom Macquarie has issued a code in relation to your business ceases to be your employee or agent or you cease to be an employee or agent as the case may be; or
 - (b) you suspect a breach of any of these conditions of use by you, or any of your employees or agents.
4. Macquarie will be entitled to:
 - (a) assume that the user has appropriate authority each time Macquarie On-Line is used in conjunction with your codes, unless you give Macquarie prior advice to the contrary; and
 - (b) abide by any transaction effected on a client’s behalf via Macquarie On-Line using your codes whether or not they have been effected by you, subject only to sufficiency of funds and other terms agreed between Macquarie and the client.
5. Macquarie will confirm the receipt of your instructions to transact (although not the transaction itself) at the time of your instructions.
6. You accept full responsibility for any expense, loss or liability (howsoever characterised or caused) incurred by Macquarie, you or a client as a result of the use of Macquarie On-Line by you, your employees and agents (both current and former).
7. Anything associated with or available through Macquarie On-Line belongs to Macquarie or other third persons and is protected by intellectual property rights. You agree not to access, download or otherwise use such property other than as expressly permitted by these conditions. You will be responsible, and indemnify Macquarie accordingly, for any unauthorised use of such property.
8. Macquarie will use reasonable efforts to provide (but does not warrant that it will provide):
 - (a) access to Macquarie On-Line at all reasonable times; and
 - (b) reliable data and information, to the extent that it is within its reasonable control. Macquarie takes no responsibility for the reliability of information outside its control.
9. Subject to conditions and warranties implied by legislation, Macquarie excludes:
 - (a) liability for any delay, interruption or unavailability of Macquarie On-Line and for any inaccuracy or incompleteness of data provided by any person and available on Macquarie On-Line; and
 - (b) all terms implied by statute, general law or custom except ones that may not be excluded. If Macquarie breaches any condition or warranty implied by legislation into a contract with a consumer, Macquarie limits its liability for that breach to a resupply of the goods or services in respect of which the breach occurred.
10. Macquarie reserves the right to:
 - (a) change any of these conditions at any time and you agree to comply with those changes from the time you are notified; and
 - (b) suspend or terminate your use of Macquarie On-Line at any time and for any reason.
11. Your right to use Macquarie On-Line is personal to you and cannot be assigned or transferred.