

Change of Personal Contact Details Form

Form ID: 3006

Where to send this form?

Please provide your completed and signed form with any relevant supporting documents to your adviser.
Adviser use only: Use this Form ID to securely submit the documents via eSubmit. To use eSubmit, log into the CommSec Adviser Services website and go to: **Administration > eSubmit**

Important Note: Use this form to update your personal contact details. Use one form for each individual client wishing to update their details. For those clients wanting to change the address on an account, where the accounts method of operation is "more than one signature required", all account holders must sign this form.

Client Details

MANDATORY

Given Names

Surname

Please supply your Accelerator Cash Account or Term Deposit details:

BSB

Account Number

Type of Change

- Contact Details (please complete section 1)
- Address (please complete section 2)

Section 1 – New Contact Details

Email Address

Tick your preferred contact number

Mobile

Home ()

Work ()

Fax ()

Section 2 – New Address Details

Personal Address

New Residential Address (cannot be a PO Box)

<input type="text"/>	
State	Postcode
Country	

New Postal Address (account address)

Same as Residential Address

<input type="text"/>	
State	Postcode
Country	

Tax Residency Information

Each country has different rules which govern tax residency. For individuals, these rules are often based on whether your home is there, the time you spend there, or if you work there. If you are unsure about your tax residency, you should seek professional advice. (You can be a tax resident of more than one country.)

List all your countries of tax residency and your TIN for that country or if no TIN is available, please select a reason code.

If you have listed Australia as a country of tax residency, please insert reason code C in the TIN column.

If you are a US citizen or resident, you must include USA as a country of tax residency.

Country/ies of Tax Residency	Tax Identification Number (TIN)
Please provide all country/ies of tax residency.	Please provide either TIN or select Reason Code for no TIN for each Country of Tax Residency.
	Reason code for no TIN
	A. My country of tax residency does not issue TINs
	B. I have not been issued with a TIN by my country of tax residency
	C. My country of tax residency does not require disclosure of a TIN
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Where to apply your new details

Important Note: Please indicate which accounts you would like us to update with your new details.

All of my Commonwealth Bank Accounts and Cards.

OR

The following accounts only

BSB Account Number

BSB Account Number

BSB Account Number

BSB Account Number

Section 2 – New Address Details (continue)

Declaration and Acknowledgement

MANDATORY

- I /We declare that the information provided on this form is correct and I understand that it is an offence to provide false or misleading information;
- I /We request that your records be updated to reflect the changes indicated;
- I/We acknowledge that the information provided in this application or to my/our adviser is complete and correct. I/we will promptly notify the Bank of any changes to the information.
- I/We acknowledge that the Bank may require further information from time to time and I/we agree to promptly provide the Bank with whatever additional information is reasonably required by the Bank.

Name

Signature

Date

Additional Account Holder 1 (if applicable)

Name

Signature

Date

Additional Account Holder 2 (if applicable)

Name

Signature

Date

Explanatory Notes

“Tax Identification Number” If you are a tax resident of another country, you will be asked for your Tax Identification Number (TIN) issued to you in that country, if you have one.

TIN is an international term which may have a different name in some countries.

A compilation of links to information about TINs for many countries can be found here: <http://www.oecd.org/tax/automaticexchange/crs-implementation-and-assistance/tax-identification-numbers/#d.en.347759>

Examples are Tax File Number (TFN) in Australia, Social Insurance Number (SIN) in Canada, Unique Taxpayer Reference (UTR) or National Insurance Number (NINO) in United Kingdom, Permanent Account Number (PAN) in India, IRD Number in New Zealand, and Tax Reference Number (TRN) in Malaysia.