Need help?
We're just an email away at
service@openmarkets.com.au

Third party agent authority form

Appointing a third party agent

Use this form if you would like to grant another party (e.g. financial planner or spouse) authority to view or transact on your account. If you have more than one account that you would like this authority to apply to, please list in the appropriate field below.

Authorised agent identification

Authorised agents nominated in this section must also provide acceptable copies of ID to us as outlined in the appendix.
Once you have completed and signed this form, please email it to service@openmarkets.com.au along with agent identification.

Client account details

ACCOUNT NAME

ACCOUNT NUMBER (LIST MULTIPLE IF APPLICABLE)

Authorised agent details

A maximum of two authorised agents may be authorised to act of your behalf.

AUTHORISED AGENT 1

FULL NAME

RELATIONSHIP TO YOU

RESIDENTIAL ADDRESS (NOT A PO BOX)

EMAIL

MOBILE

OTHER PHONE

ACCESS LEVEL FULL TRANSACT VIEW ONLY

EMAIL COPY OF CONTRACT NOTES YES ☐ NO ☐

EXISTING OPENMARKETS LOGIN (IF APPLICABLE)

Australian Financial Services License (AFSL) holders only, please also provide:

BUSINESS NAME

AFSL NO.

SIGNATURE

AUTHORISED AGENT 2

FULL NAME

RELATIONSHIP TO YOU

RESIDENTIAL ADDRESS (NOT A PO BOX)

EMAIL

MOBILE

OTHER PHONE

ACCESS LEVEL FULL TRANSACT VIEW ONLY

EMAIL COPY OF CONTRACT NOTES YES ☐ NO ☐

EXISTING OPENMARKETS LOGIN (IF APPLICABLE)

SIGNATURE

Authorisation of account holders

All account holders must sign and acknowledge the below.

I/we acknowledge and agree that:

1. I/we are bound by the terms and conditions outlined in the Client Agreement in relation to the appointment of a Authorised Agent/Authority
2. I/we remain solely liable and responsible for all acts and omissions of the Authorised Agent, even where the act or omission of the Authorised Agent was:
   - outside my/our actual authority
   - in error, fraudulent negligent, or in breach of the Authorised Agent's fiduciary duties
3. Where I/we have granted full transactional access, that I/we consent and authorise Openmarkets to accept and act upon any instructions issued by my/our Appointed Agent(s) pursuant to this authority. I/we agree that we will not make a claim against Openmarkets for any losses that may arise as a result of any act or omission of my/our Authorised Agent
4. Openmarkets may rely on any communication from the Authorised Agent without further enquiry
5. The appointment of my/our Authorised Agent(s) commences immediately and continues until written notice of revocation of the authority is received.

ACCOUNT HOLDER 1

GIVEN NAME(S) / SURNAME	SIGNATURE	DATE

ACCOUNT HOLDER 2

GIVEN NAME(S) / SURNAME	SIGNATURE	DATE

ACCOUNT HOLDER 3

GIVEN NAME(S) / SURNAME	SIGNATURE	DATE

APPENDIX

MAILED IDENTIFICATION

You may choose to verify yourself by mailing to us, along with this application, original certified copies of acceptable ID as outlined below.

PRMARY ID DOCUMENTS

Provide ONE of the following only:

- Australian Driver's Licence (including the back if you have changed your address) – MUST be current
- Australian Passport – (a passport expired within the previous 2 years is acceptable)
- Proof of Age card issued by a State or Territory – MUST be current

SECONDARY ID DOCUMENTS – if you do not own any of the above documents

Provide ONE of the following:

- Australian Birth Certificate or birth certificate issued by a foreign government
- Australian Citizenship or citizenship certificate issued by a foreign government
- Pension card issued by Centrelink
- Medicare Card issued by the Australian government

Plus ONE of the following (must contain full name and residential address):

- A utility bill of no more than 3 months' old
- A document issued by a local government body no more than 3 months' old
- A document issued by the Australian Taxation Office – no more than 12 months' old (block out TFN no. before supplying)

FOREIGN ID DOCUMENTS

Provide a foreign passport or similar travel document containing a photograph and the signature of the person*
OR both of the following:

- Foreign driver's licence that contains your photograph and date of birth*
- National ID card issued by a foreign government containing a photograph and a signature of the person

PLUS a utility bill of no more than 3 months' old or any other statement that confirms your residential address
*Any non-English documentation must be accompanied by an English translation prepared by an accredited translator.

Certifying your documents

All copies of ID submitted to us must be certified by an approved certifier. We cannot accept copies of your ID or copies of certified copies (where the certifier's signature is not an original). You can have copies of your ID certified by any one of the following:

In Australia:

- **Health professions:** Pharmacist, Chiropractor, Dentist, Medical practitioner, Nurse, Optometrist, Physiotherapist, Psychologist
- **Legal professions:** Legal practitioner, Patent attorney, Trade marks attorney
- **Court positions:** Bailiff, Justice of the Peace, Judge, Magistrate, Registrar, or Deputy Registrar, Clerk, Master of a court, CEO of a Commonwealth court
- Accountant (member of ICA, ASA, NIA or CPA, ATMA, NTAA)
- Member of Chartered Secretaries Australia or Engineers Australia
- Commissioner for Affidavits, or Commissioner for Declarations (dependent on jurisdictions)
- Government representatives (elected): Federal, State or Territory or Local
- Public servants: Federal, State or Territory or Local – employed for five years or more.
- Permanent employees of the Australian Health Practitioner Regulation Agency
- Bank officer, building society officer, credit union officer, finance company officer – employed for five years or more
- Veterinary surgeon
- Minister of religion, or marriage celebrant
- Australian Defence Force (an officer; or a non-commissioned officer with 5+ years of continuous service; a warrant officer)
- Australasian Institute of Mining and Metallurgy

- Notary public
- Police officer, Sheriff or Sheriff's officer
- Teacher (full-time) at a school or tertiary education institution

Outside Australia:

- Justice of the Peace
- Notary public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- Employee of the Commonwealth or the Australian Trade Commission who works outside Australia.

Please mail original certified copies of ID as outlined above, along with this application to:

Openmarkets Australia Limited, Suite 3, 5/500 Collins Street, Melbourne VIC 3000