COMPANY MEMBERSHIP APPLICATION

Heritage Bank

When to use this form

Use this form when a new membership is required for the following:

COMPANY

Documents – Company

☐ ASIC Company Name Search Extract dated within the last 7 days

If trading as a business (eg ABC Pty Ltd T/As ABC Mowing)

☐ Business Name Search completed in Branch.

Documents - Individuals

- All membership signatories must complete Addition of Party form to be added to the membership.
- Any Beneficial Owners that will not be signatories may complete Beneficial Owner Form.
- A minimum of two directors (or one if sole directorship), all signatories and any Beneficial Owners applicable will need to provide acceptable identification as per the Membership ID Requirements. (Beneficial Owner: See Glossary)

Tax file number

- Relevant Tax File Number for Membership Type. Whilst it is not compulsory to provide a tax file number, we recommend that it is supplied. If a tax file number is not provided, Heritage is required by law to deduct withholding tax from any interest earned above a certain threshold.
- You will need to provide Tax Identification Number (TIN) details if the Company is a resident of another country for tax purposes. You may need to consult a tax professional for advice on completing your foreign tax residency status.

Please note that as a Financial Institution Heritage Bank is unable to provide tax advice. You should seek independent advice from a qualified accountant on your tax obligations

Heritage Bank, a trading name of Heritage and People's Choice Ltd ABN 11 087 651 125, AFSL and Australian Credit Licence 244310. BOP016. Effective 11/25_v1.

Membership number: _____ Date: _____

Company details

Company type: ☐ Proprietary ☐ Public: _____

Company Name: _____

Company ACN: _____

Full registered business name (if trading as a business): _____

Full address of registered office: _____

_____

Full address of principal place of business (if any): ☐ As above ☐ Other - see below

_____

Mailing address (if different to above): _____

_____

Telephone: _____ Email: _____

Country established: ☐ Australia ☐ Other: _____

Industry: _____ **Main business activity:** _____

NOTE: Heritage does not accept applications for entities whose primary business is that of a remittance service provider or digital currency exchange provider. If this applies to your entity do not proceed with this application. It if an offence to provide false or misleading information.

Source of funds: ☐ Investment income (eg rent, dividends) ☐ Inheritance ☐ Sale of assets ☐ Charities, donations ☐ Superannuation ☐ Active business income

Referral information

Were any parties on this new membership referred to Heritage by a family member, friend or colleague

☐ No ☐ Yes- provide details below

Referrer Name: _____

Referrer Member Number (if unsure, leave blank): _____

Relationship: ☐ Family ☐ Friend ☐ Colleague

Signing instructions for all transactions

Number of parties to sign: _____ Is there a special signing authority ☐ Yes ☐ No

If yes, list position / party required to sign at all times: _____

Nomination of primary contact

Name: _____

Position: _____

Company Directors - *list all directors*

Note: If the Company Director is a Beneficial Owner or is to be an authorised signatory on the account, please complete an Addition of Party form and provide identification.

Director 1 Full legal name: _____

Is this party to also be an authorised signatory: ☐ Yes ☐ No Is this party a Beneficial Owner (See Glossary): ☐ Yes ☐ No

Director 2 Full legal name: _____

Is this party to also be an authorised signatory: ☐ Yes ☐ No Is this party a Beneficial Owner (See Glossary): ☐ Yes ☐ No

Director 3 Full legal name: _____

Is this party to also be an authorised signatory: ☐ Yes ☐ No Is this party a Beneficial Owner (See Glossary): ☐ Yes ☐ No

Director 4 Full legal name: _____

Is this party to also be an authorised signatory: ☐ Yes ☐ No Is this party a Beneficial Owner (See Glossary): ☐ Yes ☐ No

Director 5 Full legal name: _____

Is this party to also be an authorised signatory: ☐ Yes ☐ No Is this party a Beneficial Owner (See Glossary): ☐ Yes ☐ No

Additional Beneficial Owners

Please provide the full legal name for any additional Beneficial Owners (refer to glossary) of the Company that are not listed above.
Note: All Beneficial Owners must complete the Beneficial Owner Form and provide identification.

Senior Managing Official (if not already listed above)

Full legal name: _____

Other:

Full legal name: _____

Full legal name: _____

Full legal name: _____

Foreign country tax details

All 3 questions must be completed. See Glossary for futher information.

1. Is the Company a resident for tax purposes in a country other than Australia? ☐ No ☐ Yes - provide details below

Country of tax residence: _____ TIN: _____

If a TIN is unavailable, please provide the appropriate reason:

☐ The country does not issue TINs to its residents

☐ No TIN is required (Only select this reason if the domestic law of the relevant jurisdiction does not require the collection of the TIN issued by such jurisdiction)

☐ The Company is otherwise unable to obtain a TIN or equivalent number. Provide reason: _____

_____

2. Is the Company a Financial Institution? ☐ No - continue to question 3 ☐ Yes - If held, provide your Global Intermediary Identification Number (GIIN) obtained for FATCA purposes: _____

3. What type of NFE is the Company? (See Glossary)

☐ (i) Active NFE - the stock is regularly traded on an established securities market, or a corporation which is a related entity of such a corporation

☐ (ii) Active NFE - a Government Entity or Central Bank

☐ (iii) Active NFE - an International Organisation

☐ (iv) Active NFE - other than (i) - (iii) above (eg the majority of the entity's income is derived from actively carrying out business, a non-profit NFE)

☐ (v) Passive NFE - the majority of the entity's income is derived from assets (eg rent, dividends)

Declaration

By signing this Membership Application Form, I/we agree to the following:

- I/we apply for membership in Heritage and People's Choice Limited ("Heritage") and for one $2.00 member share in Heritage to be issued to me. I/we agree that whilst Heritage does not require payment of the $2.00 issue price for the member share as part of this application, and does not currently intend to call for payment of the issue price in future, I/we will be required to pay the $2.00 issue price if called upon to do so in future in accordance with Heritage's constitution. I/we agree that I/we will be issued one member share only, regardless of the number of accounts held by me with Heritage, and that my name will be entered in the Heritage register of members.
- I/we agree to be bound by the Heritage and People's Choice Limited Constitution.
- To be bound by the terms and conditions as outlined in the Guide to Heritage Deposit Products.
- That it is an offence under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 to make a false and misleading statement.
  I/we declare that the details as shown on this form are complete and accurate.
- I/we consent to the collection, use and disclosure of personal information, including the verification of personal information as required by the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 as outlined in Heritage's Privacy Statement.
- That any tax file number submitted will apply to all existing and future accounts opened under this membership.
- The signing instructions on this membership application apply to all accounts and term deposits under the member number on this application and will remain in force until Heritage receives notice in writing of cancellation, which is signed in accordance with the signing instructions.
- Authority has been duly given by resolution at a legally constituted meeting for those nominated to sign and conduct operations on behalf of the said body.
- Heritage may use my electronic or telephone details to communicate with me regarding details of my account. Heritage may also send me required documents in an email. I understand that in these instances paper copy will not be sent. I should check my emails regularly and I can withdraw this consent at any time. If I change my personal details (for example address or email address) I will inform Heritage as soon as
  possible. If you do not wish to receive emails from Heritage in relation to your account please tick here ☐
- This information reflects the Company's tax residency status.
- The Company will update Heritage within 90 days if the entity's tax residency status has changed, and provide Heritage with an updated Membership Application Form (and any documentary evidence as required).
- The Company and each of the Directors and Beneficial Owners named in this form are aware that information regarding a related account to the entity named in this form may be provided to the Australian Taxation Office and exchanged with tax authorities of another country/jurisdiction.

Directors Signatures (as per minimum directorship signatory requirement)

Name (print): _____

Signature: _____ Date: _____

Name (print): _____

Signature: _____ Date: _____

Name (print): _____

Signature: _____ Date: _____

Name (print): _____

Signature: _____ Date: _____

Name (print): _____

Signature: _____ Date: _____

Branch use only	Branch stamp:	Coded:	Has KYC & ID been collected & verified (Y/N)	CSO Signature:	Scanned to MDSS

Glossary of terms

These are selected summaries of defined terms provided to assist you with the completion of this form. Further details can be found within the Anti-Money Laundering and Counter-Terrorism Financing Rules 2007, the OECD 'Common Reporting Standard for Automatic Exchange of Financial Account Information in Tax Matters' and associated 'Commentary', and guidance provided by AUSTRAC and the Australian Taxation Office. If you have any questions then please contact your tax adviser or the tax authority for which you are resident.

'Beneficial Owner'

The term 'Beneficial Owner' means an individual who ultimately owns or controls (directly or indirectly) the customer (Entity). In this definition:

- 'owns' means ownership (either directly or indirectly) of 25% or more of the Entity.
- 'control' includes control as a result of, or by means of, trusts, agreements, arrangements, understandings and practices, whether or not having legal and equitable force and whether or not based on legal and equitable rights. Control includes exercising control through the capacity to determine decisions about financial and operating policies.

A Beneficial Owner may include:

- Companies:
  - any individual shareholder who owns 25% or more of the issued shares;
  - directors;
  - company secretary;
  - any other individual who has control of the Entity and has the capacity to determine decisions about financial and operating policies.
- Associations, Co-operatives and Body Corporates:
  - Office Bearers;
  - Senior Managing Official (or equivalent);
  - any other individual who has control of the Entity and has the capacity to determine decisions about financial and operating policies.
- Partnerships:
  - Partners;
  - Senior Managing Official (or equivalent);
  - any other individual who has control of the Entity and has the capacity to determine decisions about financial and operating policies.
- Trusts (note: not all parties are applicable to all trust types):
  - Trustees;
  - The appointer (the individual with the power to appoint or remove trustees);
  - Unit holders;
  - The protector;
  - any other individual who has control of the Entity and has the capacity to determine decisions about financial and operating policies.

'Entity'

The term 'Entity' means a legal person or a legal arrangement, such as a corporation, organisation, partnership, trust or foundation. This term covers any person other than an individual (i.e. natural person).

'Financial Institution'

The term "Financial Institution" means any of the following:

- a Custodial Institution which means any Entity that holds, as a substantial portion of its business, Financial Assets for the account of others.

An Entity holds Financial Assets for the account of others as a substantial portion of its business if the Entity's gross income attributable to the holding of Financial Assets and related financial services equals or exceeds 20% of the Entity's gross income during the shorter of: (i) the threeyear period that ends on 31 December (or the final day of a non-calendar year accounting period) prior to the year in which the determination is being made; or (ii) the period during which the Entity has been in existence;

- a Depository Institution which means any Entity that accepts deposits in the ordinary course of a banking or similar business.
- an Investment Entity which means any Entity:
  - that primarily conducts as a business one or more of the following activities or operations for or on behalf of a customer:
  - Trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading;
  - Individual and collective portfolio management; or
  - Otherwise investing, administering, or managing Financial Assets or money on behalf of other persons; or
  - the gross income of which is primarily attributable to investing, reinvesting, or trading in Financial Assets, if the Entity is managed by another Entity that is a Depository Institution, a Custodial Institution, a Specified Insurance Company, or the first type of Investment Entity.
- a Specified Insurance Company means any Entity that is an insurance company (or the holding company of an insurance company) that issues, or is obligated to make payments with respect to, a Cash Value Insurance Contract or an Annuity Contract.

'NFE'

An 'NFE' means any Entity that is not a Financial Institution. An NFE can be either an Active NFE or Passive NFE.

The term 'Active NFE' means any NFE that meets the following criteria:

- less than 50% of the NFE's gross income for the preceding calendar year or other appropriate reporting period is passive income and less than 50% of the assets held by the NFE during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income;
- the stock of the NFE is regularly traded on an established securities market or the NFE is a Related Entity of an Entity the stock of which is regularly traded on an established securities market;
- the NFE is a Governmental Entity, an International Organisation, a Central Bank, or an Entity wholly owned by one or more of the foregoing;
- substantially all of the activities of the NFE consist of holding (in whole or in part) the outstanding stock of, or providing

financing and services to, one or more subsidiaries that engage in trades or businesses other than the business of a Financial Institution, except that an Entity does not qualify for this status if the Entity functions (or holds itself out) as an investment fund, such as a private equity fund, venture capital fund, leveraged buyout fund, or any investment vehicle whose purpose is to acquire or fund companies and then hold interests in those companies as capital assets for investment purposes;

- the NFE is not yet operating a business and has no prior operating history, but is investing capital into assets with the intent to operate a business other than that of a Financial Institution, provided that the NFE does not qualify for this exception after the date that is 24 months after the date of the initial organisation of the NFE;
- the NFE was not a Financial Institution in the past five years, and is in the process of liquidating its assets or is reorganising with the intent to continue or recommence operations in a business other than that of a Financial Institution;
- the NFE primarily engages in financing and hedging transactions with, or for, Related Entities that are not Financial Institutions, and does not provide financing or hedging services to any Entity that is not a Related Entity, provided that the group of any such Related Entities is primarily engaged in a business other than that of a Financial Institution; or
- the NFE meets all of the following requirements:
  - it is established and operated in its jurisdiction of residence exclusively for religious, charitable, scientific, artistic, cultural, athletic, or educational purposes; or it is established and operated in its jurisdiction of residence and it is a professional organisation, business league, chamber of commerce, labour organisation, agricultural or horticultural organisation, civic league or an organisation operated exclusively for the promotion of social welfare;
  - it is exempt from income tax in its jurisdiction of residence;
  - it has no shareholders or members who have a proprietary or beneficial interest in its income or assets;
  - the applicable laws of the NFE's jurisdiction of residence or the NFE's formation documents do not permit any income or assets of the NFE to be distributed to, or applied for the benefit of, a private person or non-charitable Entity other than pursuant to the conduct of the NFE's charitable activities, or as payment of reasonable compensation for services rendered, or as payment representing the fair market value of property which the NFE has purchased; and
  - the applicable laws of the NFE's jurisdiction of residence or the NFE's formation documents require that, upon the NFE's liquidation or dissolution, all of its assets be distributed to a Governmental Entity or other non-profit organisation, or escheat to the government of the NFE's jurisdiction of residence or any political subdivision thereof.

The term 'Passive NFE' means any NFE that is not an Active NFE.

'TIN'

The term "TIN" means Taxpayer Identification Number or a functional equivalent in the absence of a TIN. A TIN is a unique combination of letters or numbers assigned by a jurisdiction to an individual or an Entity and used to identify the individual or Entity for the purposes of administering the tax laws of such jurisdiction. Some jurisdictions do not issue a TIN. However, these jurisdictions often utilise some other high integrity number with an equivalent level of identification (a "functional equivalent"). Examples of that type of number include, for Entities, a Business/company registration code/number.