

# Power of Attorney – Add

Please send the completed form, along with a certified copy of the Power of Attorney document and any other supporting documentation to:

Email: TPO-POA@suncorp.com.au (subject line: POA Add - <Full Name>)

Mail: GPO BOX 1453, Brisbane QLD 4001

If you have any questions regarding the completion of this form, or the documents you may be required to provide, please contact us on 1800 317 517 (Option 1 - Customer Support).

## Donor Details (The person Attorney/s acting on behalf of)

Full Name	Date of Birth	Customer/Account Number	Preferred Contact Details
	D D / M M / Y Y Y Y		

## Attorney Details (Each Attorney named on the POA document to be appointed)

Full Name/Company Name	Date of Birth	Customer/Account Number	Preferred Contact Details
1	D D / M M / Y Y Y Y		
2	D D / M M / Y Y Y Y		
3	D D / M M / Y Y Y Y		

### Declaration & Consent by Attorney/s (All Attorneys to be appointed must sign)

I declare that I am appointed to transact on behalf of the above named customer as set out in the Power of Attorney document dated

D D / M M / Y Y Y Y.

By signing this Declaration, I confirm that I am acting and will continue to act by the clauses and restrictions noted in the Power of Attorney document dated above.

I have not received notice of either, cancellation of the Power of Attorney, or the death of the person who appointed me.

I understand that it is an offence under the Financial Transactions Reports Act to make a false or misleading statement.

I confirm that the details supplied are correct and make this declaration believing it to be true by the provisions of the "Oaths Act, 1867" and as amended.

This authority given to the Power of Attorney will be cancelled in the following circumstances:

- Revocation of the Power of Attorney by the Donor or the Attorney
  - Death of the Donor
  - Death of the Attorney
  - Change in circumstances expressed in the document has occurred
  - Bankruptcy or insolvency of the Donor or Attorney
  - Mental Incapacity of the Attorney
- The authority given under General Power of Attorney must also be cancelled in the following circumstances:
- Mental Incapacity of the Donor

Sometimes, Suncorp might use personal information to make product related material on a range of financial products and services available to our customers. A customer may elect not to receive product related material by indicating below.

Do not send me marketing material or special offers from Suncorp Bank or its applicable subsidiaries (Suncorp Metway Advances Corporation Pty Ltd and SME Management Pty Limited).  Attorney 1  Attorney 2  Attorney 3

Are you U.S. citizen, U.S. resident or a resident of another foreign country for tax purposes?

Attorney 1  Yes  No Attorney 2  Yes  No Attorney 3  Yes  No

If you ticked 'Yes', please complete the table below:

Attorney Name	Country/Jurisdiction of Tax Residence	Taxpayer Identification Number (TIN) or Equivalent	If no TIN available enter Reason A, B or C

If a TIN is not available, please provide the appropriate reason A, B or C where indicated above:

**Reason A** - The country/jurisdiction does not issue TINs to its residents.

**Reason B** - The Account Holder is otherwise unable to obtain a TIN or equivalent.

**Reason C** - No TIN is required. Relevant jurisdiction does not require the TIN to be disclosed.

For frequently asked questions regarding Foreign Tax Liability, please visit our Foreign Tax Liability website

<https://www.suncorp.com.au/banking/help-support/foreign-tax-liability.html>

By signing this Authority, I agree to Suncorp Bank collecting, using and disclosing my personal information, including sensitive and health information if applicable, in accordance with the Suncorp Bank Privacy Statement attached with this document and the Suncorp Group Privacy Policy.

Signature of Attorney 1:

Date:

Identity Verified by: (Bank Use Only)

Photographic Identification

Non-Wallet Questions:

Other:

Signature of Attorney 2 (if applicable):

Date:

Identity Verified by: (Bank Use Only)

Photographic Identification

Non-Wallet Questions:

Other:

Signature of Attorney 3 (if applicable):

Date:

Identity Verified by: (Bank Use Only)

Photographic Identification

Non-Wallet Questions:

Other:

**Name of Attorney (1):**

Card Access Required

Yes  No  New Visa Debit  New Eftpos Card  Link Existing Card

Card PIN Set:

Self-serve via Internet Banking or  Generate & Send via Post

Card only applicable if Attorney/s can act separately

New Card Embossed Name:

Account/s to be linked

**or**

Existing Card Number

Account/s to be linked

**Name of Attorney (2):**

(if applicable)

Card Access Required

Yes  No  New Visa Debit  New Eftpos Card  Link Existing Card

Card PIN Set:

Self-serve via Internet Banking or  Generate & Send via Post

Card only applicable if Attorney/s can act separately

New Card Embossed Name:

Account/s to be linked

**or**

Existing Card Number

Account/s to be linked

**Name of Attorney (3):**

(if applicable)

Card Access Required

Yes  No  New Visa Debit  New Eftpos Card  Link Existing Card

Card PIN Set:

Self-serve via Internet Banking or  Generate & Send via Post

Card only applicable if Attorney/s can act separately

New Card Embossed Name:

Account/s to be linked

**or**

Existing Card Number

Account/s to be linked

**Staff Only:**

Disclosure Documents have been provided to all Attorneys:

**Attorney 1**  Yes  No

**Attorney 2**  Yes  No

**Attorney 3**  Yes  No

### Privacy is Important....

...especially when you consider the number of ways we communicate and interact these days. That's why we've put together this statement. It explains how we collect, hold, use and disclose your personal information and who we share it with.

And because it's guided by privacy laws, you can be sure it takes your rights seriously.

Above all, this statement is your assurance that we never take your privacy for granted and always take the utmost care in protecting your personal information.

Suncorp-Metway Ltd ("Bank"), is a member of the Suncorp Group, which we'll refer to simply as "the Group".

### Why do we collect personal information?

Personal information is information or an opinion about an identified individual or an individual who is reasonably identifiable. The Bank collects personal information so that we can:

- identify you and conduct appropriate checks;
- understand your requirements and provide you with a product or service;
- set up, administer and manage our products and services;
- manage, train and develop our employees and representatives;
- manage complaints and disputes, and deal with dispute resolution bodies; and
- get a better understanding of you, your needs, your behaviours and how you interact with us, so we can engage in product and service research, development and business strategy including managing the delivery of our services and products via the ways we communicate with you.

### What happens if you don't give us your personal information?

If we ask for your personal information and you don't give it to us, we may not be able to provide you with any, some, or all of the features of our products or services.

### How we handle your personal information

We collect your personal information directly from you and, in some cases, from other people or organisations. We also provide your personal information to other related companies in the Group, and they may disclose or use your personal information for the purposes described in 'Why do we collect personal information?' in relation to products and services they may provide to you.

Under the following Australian laws we may be authorised or required to collect your personal information: Anti-Money Laundering and Counter-Terrorism Financing Act; Income Tax Assessment Acts, Tax Administration Act and A New Tax System (Goods and Services Tax) Act, and any regulations made under those Acts.

We will use and disclose your personal information for the purposes we collected it as well as purposes that are related, where you would reasonably expect us to. We may disclose your personal information to and/or collect your personal information from:

- other companies within the Group;
- any of our Group joint ventures where authorised or required;
- any entity where disclosure to, or collection from, such entity is required or authorised by law;
- customer, product, business or strategic research and development organisations;
- data warehouse, strategic learning organisations, data partners, analytic consultants;
- social media and other virtual communities and networks where people create, share or exchange information;
- publicly available sources of information;
- clubs, associations, member loyalty or rewards programs and other industry relevant organisations;
- a third party that we've contracted to provide financial services, financial products or administrative services – for example; information technology providers, administration or business management services, consultancy firms, auditors and business management consultants, marketing agencies and other marketing service providers, and print/mail/digital/imaging/document management service providers;

- yours or our advisers, agents, representatives or consultants;
- government, statutory or regulatory bodies and enforcement bodies;
- the Australian Financial Complaints Authority or any other external dispute resolution body;
- manufacturers for plastic card production (eg debit cards); and
- any other organisation or person, where you've asked them to provide your personal information to us or asked us to obtain personal information from them, e.g. your mother.

We'll use a variety of methods to collect your personal information from, and disclose your personal information to, these persons and organisations, including written forms, telephone calls and via electronic delivery. We may collect and disclose your personal information to these persons and organisations during the information life cycle, regularly, or on an ad hoc basis, depending on the purpose of collection.

### Overseas Disclosure

Sometimes, we need to provide your personal information to – or get personal information about you from – persons located overseas, for the same purposes as in 'Why do we collect personal information?'.

The list of countries Suncorp usually disclose personal information to is in our Suncorp Group Privacy Policy. Please go to [www.suncorp.com.au/privacy](http://www.suncorp.com.au/privacy) to see our Suncorp Group Privacy Policy or call 13 11 55 to obtain a list of countries Suncorp usually disclose personal information to.

From time to time, we may need to disclose your personal information to, and collect your personal information from, other countries not on this list. Nevertheless, we will always disclose and collect your personal information in accordance with privacy laws.

### Your personal information and our marketing practices

Every now and then, we and any related companies that use the Suncorp brand might let you know – including via mail, SMS, email, telephone or online – about news, special offers, products and services that you might be interested in. We will engage in marketing unless you tell us otherwise. You can contact us to update your marketing preferences at any time.

In order to carry out our direct marketing we collect your personal information from and disclose it to others that provide us with specialised data matching, trending or analytical services, as well as general marketing services (you can see the full list of persons and organisations under 'How we handle your personal information'). We may also collect your personal information for marketing through competitions and by purchasing contact lists.

We, and other people who provide us with services, may combine the personal information collected from you or others, with the information we, or companies in our Group, or our service providers already hold about you. We may use online targeted marketing, data and audience matching and market segmentation to improve advertising relevance to you.

### How to access and correct your personal information or make a complaint

You have the right to access and correct your personal information held by us and you can find information about how to do this in the Suncorp Group Privacy Policy.

The Policy also includes information about how you can complain about a breach of the Australian Privacy Principles and how we'll deal with such a complaint. You can get a copy of the Suncorp Group Privacy Policy. Please use the contact details in Contact Us if you wish to do so.

### Contact us

For more information about our privacy practices including overseas disclosure or to tell us about your marketing preferences you can visit: [www.suncorp.com.au/privacy](http://www.suncorp.com.au/privacy).

Alternatively, you can get in touch directly by contacting us on:

Phone: 13 11 55

Email: [privacyaccessrequests@suncorp.com.au](mailto:privacyaccessrequests@suncorp.com.au)

Mail: Suncorp Bank GPO Box 1453, Brisbane Qld 4001

or by visiting a Suncorp Bank Branch.