



# Update entity details

For companies, partnerships, associations, trusts, superannuation funds and registered co-operatives

You can update these details online. To do this login to [mlc.com.au](http://mlc.com.au)

Please don't photocopy this form as it contains unique information to help us process your request quickly.

## 1. Your current details

Account number 1

Account number 2

Account number 3

Customer number 1 (if known)

Customer number 2 (if known)

Contact telephone (business hours)

Account name

Email

## 2. Change of address

Postal address (if you are updating a postal address please also give us your registered/business address)

Postcode					Country

Registered office address (PO Box is **not** acceptable)

Postcode					Country

Principal place of business/administration/operations (PO Box is **not** acceptable)

Postcode					Country

---

### 3. Change of contact details

Mobile phone number

Business telephone

Home telephone

Facsimile

Email

---

### 4. Change your industry type

To update your industry type you'll need to choose one industry type from the list available on [mlc.com.au/codelookup](http://mlc.com.au/codelookup)

---

### 5. Change beneficial owners/senior managing officials/partners/members

To add or remove a beneficial owner/senior managing official/partner/member on your account complete their details below. You'll need to provide individual customer identification forms for each of these individuals. The Identification for Individual and Sole Traders form is available on [mlc.com.au](http://mlc.com.au)

Add/remove

Role

Full name

---

### 6. Change directors or trust beneficiaries

To add or remove director or trust beneficiary on your account complete their details below.

Add/remove

Full name

---

## 7. Your agreement and declaration

Before making this change I have reviewed the information on the management of my account in the **How to Guide** available on [mlc.com.au](http://mlc.com.au)

Sign below to authorise us to process your request.

Name of Investor or Attorney

Name of Investor or Attorney

Signature 1

Signature 2

Date

--	--	--	--	--	--	--	--	--	--

Date

--	--	--	--	--	--	--	--	--	--

**If signed under the Power of Attorney:** Attorneys must attach a certified copy of the Power of Attorney if not already supplied. The Attorney hereby certifies that he/she has not received notice of any limitation or revocation of his/her Power of Attorney and is also authorised to sign this form.

**On behalf of a Corporation:**

- It must be executed by one of the following methods:
- by signature of two directors or one director and the company secretary;
- signature of the sole director and company secretary for sole director proprietary companies; or
- under Power of Attorney.

---

## 8. Send us your form

Please mail your completed, signed and dated form to:

**MLC Investments**  
**PO Box 200**  
**North Sydney NSW 2059**

**Email:** [contactmlc@mlc.com.au](mailto:contactmlc@mlc.com.au)

If you have any questions, please speak with your financial adviser, call us on **132 652** on Monday to Friday between 8.00 am and 6.00 pm (AEST/AEDT), or visit [mlc.com.au](http://mlc.com.au)