

Update account details

We can only accept your request if the form is correctly completed.

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

1. Your account details

Account number

Customer number (if known)

Contact telephone (business hours)

Account name

Email

Date of birth (DD/MM/YYYY) (If applicable)

2. Your changes

Please select and complete **the sections where you want to add or make changes** then **sign Section 11** to authorise the changes.

For MLC MasterKey Investment Service Fundamentals and MLC MasterKey Investment Service accounts, please also complete **Section 12** if you would like a confirmation of the change requested mailed to you. MLC MasterKey Unit Trust accounts are automatically issued with confirmations for changes.

If you want to change your name, address or contact details, please use the **Update personal details** form for individuals or **Update entity details** form for trusts or businesses on mlc.com.au

Regular investment	<input type="checkbox"/>	Complete Section 3
Regular withdrawal	<input type="checkbox"/>	Complete Section 4
Income distribution	<input type="checkbox"/>	Complete Section 5
Tax File Number (TFN) / Australian Business Number (ABN)	<input type="checkbox"/>	Complete Section 6
Bank details	<input type="checkbox"/>	Complete Section 7
Authorised representative	<input type="checkbox"/>	Complete Section 8
Client linking	<input type="checkbox"/>	Complete Section 9
Joint account signing instructions	<input type="checkbox"/>	Complete Section 10
Your confirmation	<input type="checkbox"/>	Complete Section 12

Full information on the services listed above is available in the relevant **How to Guide** on mlc.com.au

3. Regular investment

- Add a new regular investment
 Update details of your existing regular investment
 Cancel your regular investment

Amount \$	Start date (DD/MM/YYYY)	End date (DD/MM/YYYY) If applicable
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

If you haven't given us a date, the direct debit will occur on the first business day of the month.

You only need to provide an end date if you want your investments to stop at a specified date.

If your request isn't processed in time to meet this date, we'll use the next available, date for the frequency you have selected.

Frequency

Please indicate the preferred frequency of your regular investment. If this isn't specified the frequency of **monthly** will apply.

- Weekly
 Fortnightly
 Monthly
 Quarterly
 Half yearly
 Yearly

Your investment strategy

Do you want to nominate a new investment strategy for your regular investment and any future additional investments?

- No** Please use the existing pre-nominated investment strategy.
- Yes** Please list your investment options in the table below. This will apply to all future additional and regular investments unless you tell us otherwise.

Note: Regular investments are not available for the entry fee option of the National Australia Monthly Income Fund or nil entry fee options of any of the National Investment options.

If you have more investment option, please attach a separate list.

Please write the full name of the investment option

For full details of all investment options and who can invest in them, please see page 9.

	Percentage
	%
	%
	%
	%
	%
	%
	%
	%
	%
	%
Percentage amounts must total 100%.	Total %

Automatic increase

If you want this amount to increase automatically **each year** or you want to change your automatic increase percentage, please choose one of the following:

- 0%
 1%
 2%
 3%
 4%
 5%
 10%

Are you adding or changing the bank details for your regular investment?

- No If you have no other changes, please go to **Section 11** to authorise your request.
- Yes Please go to **Section 7**.

4. Regular withdrawal

Add a new regular withdrawal

Update details of your existing regular withdrawal

Cancel your regular withdrawal

Start date (DD/MM/YYYY)

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Note: If you don't select a date, the default date will be the first business day of the month. Allow approximately 7 working days from your nominated **monthly** date for these funds to be deposited into your nominated bank account.

Monthly amount \$

Your withdrawal strategy

If you have more investment options, please attach a separate list.

Please write the full name of the investment option

**Draw down¹
sequence
1, 2, 3 etc**

Percentage²

	Draw down¹ sequence 1, 2, 3 etc	Percentage²
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%

¹ Draw down sequence is available to:

MLC MasterKey Unit Trust investors with MLC investment options.

If you select this option, all distributions will automatically be reinvested into the MLC Cash Fund.

² Percentage allocation is available to:

MLC MasterKey Investment Service Fundamentals

MLC MasterKey Investment Service

MLC MasterKey Unit Trust investors with National investment options

Automatic increase

If you want your withdrawal amount to increase automatically each year or if you'd like to change your automatic increase percentage, please choose one of the following:

0%

1%

2%

3%

4%

5%

10%

Are you adding or changing the bank details for your regular withdrawal?

No If you have no other changes, please go to **Section 11** to authorise your request.

Yes Please go to **Section 7**.

5. Income distribution

If you want to change your income distribution method, please choose one of the following:

- Pay your distributions to your pre-nominated bank account. Please complete **Section 7** for **Payments to your bank account**
- Reinvest your distributions back into the same investment option
- Reinvest your distributions into the MLC Cash Fund (not available for National investment options)

Note: For the MLC MasterKey Unit Trust, if you've requested a regular withdrawal, distributions will automatically be reinvested into the MLC Cash Fund.

If you have no other changes, please go to **Section 11** to authorise your request.

6. Tax File Number (TFN)/Australian Business Number (ABN)

You are not obliged to quote either a TFN, ABN or claim an exemption; however, where a valid TFN, ABN or exemption has not been provided we will deduct tax from distributions of income made to you at the highest marginal tax rate plus Medicare levy.

TFN/ABN Investor 1

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Name

If you are exempt from quoting a Tax File Number, tick the appropriate box:

- I receive an Age, Service, Invalid or Veteran's Pension
- I receive a Wife, Carer, Widow, Sole Parent or Special Benefit Pension
- I am a resident of one of Australia's external territories
- I represent an entity not required to lodge a tax return (eg association)
- I am an overseas resident
Country of Residency:

TFN/ABN Investor 2

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

Name

If you are exempt from quoting a Tax File Number, tick the appropriate box:

- I receive an Age, Service, Invalid or Veteran's Pension
- I receive a Wife, Carer, Widow, Sole Parent or Special Benefit Pension
- I am a resident of one of Australia's external territories
- I represent an entity not required to lodge a tax return (eg association)
- I am an overseas resident
Country of Residency:

If your country of residency changes, please notify MLC.

If you have no other changes, please go to **Section 11** to authorise your request.

7. Bank details

Please provide your bank details below, and let us know how you want to use the account for direct debits or payments to the account.

Account one

Name of bank

Name of account

BSB

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

Account number

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

Direct debits from your nominated bank account

Please specify the type of investment to be drawn from this account

- Regular investment
- Additional investments

I, being the holder of the above account, request MLC Investments Ltd to draw money from my account. I acknowledge this direct debit arrangement is governed by the Direct Debit Request Service Agreement set out at mlc.com.au/ddrsa. I consent to the agreement being made available at mlc.com.au/ddrsa, as well as to the terms of the agreement.

Must be signed by all account holders if different to signatory in Section 11.

Signature of bank account holder

	Date (DD/MM/YY)					
	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>					

Signature of bank account holder

	Date (DD/MM/YY)					
	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>					

Payments to your bank account

Please select which type of payments you want us to make to the above account.

- Distribution to bank (also see **Section 5**)
- Regular withdrawal

If you have no other changes, please go to **Section 11** to authorise your request.

Account two

Name of bank

Name of account

BSB

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

Account number

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

Direct debits from your nominated bank account

Please specify the type of investment to be drawn from this account

- Regular investment
- Additional investments

I, being the holder of the above account, request MLC Investments Ltd to draw money from my account. I acknowledge this direct debit arrangement is governed by the Direct Debit Request Service Agreement set out at mlc.com.au/ddrsa. I consent to the agreement being made available at mlc.com.au/ddrsa, as well as to the terms of the agreement.

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	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>					

Payments to your bank account

Please select which type of payments you want us to make to the above account.

- Distribution to bank (also see **Section 5**)
- Regular withdrawal

8. Authorised representative

Add a new authorised representative

Update your existing authorised representative's details

Remove existing authorised representative

Your authorised representative's details

Title

Mr Mrs Miss Ms Other

Surname

Given name(s)

Date of birth (DD/MM/YYYY)

Mobile phone

Contact telephone (business hours)

Email

Address (we can't accept a PO Box)

Customer number (if existing customer)

Signature of authorised representative

	Date (DD/MM/YY)
	<input type="text"/>

What level of authority do you want your authorised representative to have on your account?

My authorised representative can make **enquiries only** on my account

My authorised representative can make **enquiries and transact** on my account


I understand the information on appointing an authorised representative as set out in the current **How to Guide** on mlc.com.au

I release, discharge and indemnify MLC from all losses, liabilities, actions, proceedings, claims and demands (including in relation to negligence) in respect of acts or omission of my/our authorised representative, whether authorised by me or not.

I understand the information on appointing an authorised representative as set out in the current **How to Guide** on mlc.com.au

I release, discharge and indemnify MLC from all losses, liabilities, actions, proceedings, claims and demands (including in relation to negligence) in respect of acts or omission of my/our authorised representative, whether authorised by me or not.

Signature 1 Investor

	Date (DD/MM/YY)
	<input type="text"/>

Signature 2 Investor

	Date (DD/MM/YY)
	<input type="text"/>

If you have no other changes, please go to **Section 11** to authorise your request.

9. Client linking

Please complete the following details if you want to link with one other investor with an eligible MLC MasterKey account, for the purpose of receiving the benefits of a fee refund.

Please see the relevant **How to Guide** on mlc.com.au for more information on eligible MLC MasterKey products.

Name of investor you'd like to link to

We may accept the nomination of a family trust, superannuation fund or business.

Customer number of nominated investor

Date of birth of nominated investor (if applicable) (DD/MM/YYYY)

Relationship to you

Spouse De facto Parent Trust Child Sibling Business

Signature of person or representative of the business or trust nominated above

X	Date (DD/MM/YY)
	<input type="text"/>

If you have no other changes, please go to **Section 11** to authorise your request.

10. Joint accounts

Complete this section if you want to change the signing instructions on your account.

Are all investors required to sign when making a transaction (except for telephone and mlc.com.au online transactions)?

Yes
 No

Please go to **Section 11** to authorise your request.

11. Your agreement and declaration

Before making this change I have considered the information in the relevant Product Disclosure Statement and/or Financial Services Guide about the investment options I have selected. I have also reviewed the information on the management of my account in the **How to Guide**. (These documents are available on mlc.com.au)

Please sign below to authorise us to process your request.

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.

Power of Attorney documents can't be accepted by fax.

Signature 1 Investor or Attorney

X	Date (DD/MM/YY)
	<input type="text"/>

Signature 2 Investor or Attorney

X	Date (DD/MM/YY)
	<input type="text"/>

For MLC MasterKey Investment Service Fundamentals and MLC Investment Service, please go to **Section 12**.

12. Your confirmation

MLC MasterKey Investment Service Fundamentals and MLC MasterKey Investment Service accounts only.

Would you like to be sent paper confirmation of this update? Up to date information is available from mlc.com.au

Yes

No

13. Send us your form

Please mail your completed, signed and dated form to:

MLC
PO Box 200
North Sydney NSW 2059

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

MLC MasterKey Investment Service Fundamentals

MLC MasterKey Investment Service

MLC MasterKey Unit Trust

Investing with MLC	MLC MasterKey Investment Service Fundamentals Wholesale Funds ¹	MLC MasterKey Investment Service	MLC MasterKey Unit Trust
Investment options			
MLC Horizon 1 – Bond Portfolio	✓	n/a	n/a
MLC Horizon 2 – Income Portfolio	✓	✓	✓
MLC Horizon 3 – Conservative Growth Portfolio	✓	✓	✓
MLC Horizon 4 – Balanced Portfolio	✓	✓	✓
MLC Horizon 5 – Growth Portfolio	✓	✓	✓
MLC Horizon 6 – Share Portfolio	✓	✓	✓
MLC Horizon 7 – Accelerated Growth Portfolio	✓	✓	✓
MLC Inflation Plus – Assertive Portfolio	✓ ²	✓ ³	n/a
MLC Inflation Plus – Conservative Portfolio	✓	n/a	n/a
MLC Inflation Plus – Moderate Portfolio	✓	n/a	n/a
MLC Cash Fund	✓	✓	✓
MLC Diversified Debt Fund	✓ ²	✓ ³	n/a
MLC Property Securities Fund	✓	✓	✓
MLC Global Property Fund	✓ ²	✓ ³	n/a
MLC Global Share Fund	✓	✓	✓
MLC Australian Share Fund	✓	✓	✓
MLC Australian Share Index Fund	✓ ²	n/a	n/a
MLC IncomeBuilder	✓	✓	✓

- ¹ If you select these investment options, you will be selecting the wholesale version of this option, as listed in the Investment Menu available on mlc.com.au
- ² If investing in this investment option you are referred to as a **Class A** investor in the relevant PDS.
- ³ If investing in this investment option you are referred to as a **Class B** investor in the relevant PDS.

MLC MasterKey Investment Service Fundamentals

MLC MasterKey Investment Service

MLC MasterKey Unit Trust

Investment options not managed by MLC	MLC MasterKey Investment Service Fundamentals	MLC MasterKey Investment Service	MLC MasterKey Unit Trust
Investment options			
Altrinsic Global Equities Trust	✓	n/a	n/a
Antares Elite Opportunities Fund	✓	n/a	n/a
Antares High Growth Shares Fund	✓	n/a	n/a
Ausbil Australian Emerging Leaders Fund	✓	✓	n/a
BlackRock Global Allocation Fund	✓	✓	n/a
Fairview Equity Partners Emerging Companies Fund	✓	n/a	n/a
Investors Mutual Australian Share Fund	✓	✓	n/a
Legg Mason Property Securities Trust	✓	✓	n/a
MLC – Platinum Global Fund	n/a	Rules apply ⁴	Rules apply ⁴
MLC – Vanguard® Australian Share Index Fund	n/a	✓	✓
Northward Capital Australian Equity Trust	Rules apply ⁵	Rules apply ⁵	n/a
Perpetual Wholesale Australian Fund	✓	✓	n/a
Perpetual Wholesale Ethical SRI Fund	✓	✓	n/a
Perpetual Wholesale Smaller Companies Fund No. 2	✓	✓	n/a
Platinum Asia Fund	✓	✓	n/a
Platinum International Fund	✓	✓	n/a
PM CAPITAL Absolute Performance Fund	✓	✓	n/a
Schroder Wholesale Australian Equity Fund	✓	✓	n/a
Vanguard® Australian Fixed Interest Index Fund	✓	✓	n/a
Vanguard® Australian Property Securities Index Fund	✓	✓	n/a
Vanguard® International Shares Index Fund	✓	✓	n/a
Vanguard® International Shares Index Fund (Hedged)	✓	✓	n/a

⁴ Closed to new investors. Only available to investors who have transferred from this option in the MLC MasterKey Unit Trust.

MLC MasterKey Investment Service Fundamentals

MLC MasterKey Investment Service

MLC MasterKey Unit Trust

Closed – available only to existing investors in fund	MLC MasterKey Investment Service Fundamentals	MLC MasterKey Investment Service	MLC MasterKey Unit Trust
Investment options			
Alphinity Wholesale Concentrated Australian Share Fund	Rules apply ⁵	Rules apply ⁵	n/a
Arnhem Australian Equity Fund	Rules apply ⁶	Rules apply ⁶	n/a
AXA Wholesale Global Equity - Value Fund	Rules apply ⁵	Rules apply ⁵	n/a
BlackRock Global Small Cap Fund (Unhedged)	Rules apply ⁵	Rules apply ⁵	n/a
Colonial First State Wholesale Balanced Fund	Rules apply ⁵	n/a	n/a
Colonial First State Wholesale Imputation Fund	Rules apply ⁵	n/a	n/a
MFS Global Growth Equity Trust	Rules apply ⁵	n/a	n/a
Goldman Sachs JBWere Emerging Leaders Wholesale Fund	Rules apply ⁵	n/a	n/a
ING Wholesale Balanced Trust	Rules apply ⁵	n/a	n/a
BlackRock Balanced Fund	Rules apply ⁵	n/a	n/a
Perennial Value Shares Wholesale Trust	Rules apply ⁶	Rules apply ⁶	n/a
Perpetual Wholesale Balanced Growth Fund	Rules apply ⁵	n/a	n/a
Perpetual Wholesale Industrial Fund	Rules apply ⁵	n/a	n/a
T. Rowe Price Global Equity Fund	Rules apply ⁵	Rules apply ⁵	n/a
UBS Australian Share Fund	Rules apply ⁵	Rules apply ⁵	n/a
UBS Hybrid Income Fund	Rules apply ⁵	Rules apply ⁵	n/a
Vanguard® Australian Shares Index Fund	Rules apply ⁵	n/a	n/a
Vanguard International Fixed Interest Index Fund (Hedged)	Rules apply ⁶	Rules apply ⁶	n/a

- 5** Available to those investors who already have a holding in this investment option. Once you have withdrawn all your investment balance from this option, it will no longer be available to you for future investments.
- 6** Available to those investors who already have a holding in this investment option however additional investments are no longer accepted. Once you have withdrawn all your investment balance from this option, it will no longer be available to you for future investments.