SECURE E-MAIL NOTIFICATIONS APPLICATION

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PLEASE ENSURE THIS FORM IS COMPLETED ONLINE (TYPED)

To: The Manager, ANZ Trade and Supply Chain
    Hong Kong Branch

Date (DD/MM/YYYY)

From:
Customer Name

Address

We request that ANZ sends to our e-mail address(es) specified below secure (password encrypted) trade notifications when trade product activities we specify below are completed (**Secure E-mail Notifications**).

Purpose (please select only one):

☐ **SUBSCRIBE** to Secure E-mail Notifications
☐ **AMENDMENT** of Secure E-mail Notifications
  (Please select this option to add/amend/delete e-mail address(es) or request a change of password due to staff turnover etc.)
☐ **CANCELLATION** of Secure E-mail Notifications

Password: Please select one of the following options for your password which will be used to encrypt trade notifications ANZ e-mails to you:

☐ Please assign a default password for us
☐ We wish to use the following password*(Customers domiciled in India are not required to check this option as they will, by default, be provided with a system generated password.)

* If you specify your own password it must be at least 8 characters with at least 1 numeric and 1 capital letter and this application must be returned to ANZ <u>by post</u> or <u>fax</u>.

Please advise the start date of the service and default password (if selected) by contacting the following person(s):

Contact name(s)	Phone number(s)

SECURE E-MAIL NOTIFICATIONS APPLICATION

COMPLETE SECTION A AND/OR B AND/OR C DEPENDING ON YOUR BUSINESS NEEDS

List of Trade Notifications

> Exp D/Cs = Export Documentary Letters of Credit which includes trade notifications for Advise, Amendment, Document Examination Discrepancy, Payment/Negotiation/Acceptance, Assignment, Term Payment, Export Finance

> Imp D/Cs = Import Documentary Letters of Credit which includes trade notifications for Issue, Amendment, Document Examination, Payment/ Acceptance, Term Payment

> Exp Col = Export Documentary Collections which includes trade notifications for Outward Collection New, Acceptance, Payment, Term Payment, Outward Finance

> Imp Col = Import Documentary Collections which includes trade notifications for Inward Collection New, Acceptance, Payment, Term Payment

> Trade Loan = Trade Finance Loan which includes trade notifications for Create, Rollover and Repay Loan

> In Gtee = Inward Guarantee & Standby Letter of Credit which includes trade notifications for Advise, Amendment

> Out Gtee = Outward Guarantee, Standby Letter of Credit & Shipping Guarantee which includes trade notifications for Issue, Amendment

> Reimb = Reimbursement Authority which includes trade notifications for Line Fee (Not applicable to customers domiciled in India).

> R/F = Receivable Finance which includes trade notifications for settlement advices.

> P/F = Payables Finance which includes trade notifications for settlement advices and Buyer Funding Notice

SECTION A: SECURE E-MAIL NOTIFICATION SELECTION

Complete this section for trade product(s) in respect of which **all** trade notifications will be sent by ANZ to you.

Please specify the e-mail address(es) to which the Secure E-mail Notifications will be sent by ANZ, and select "All products" or the relevant trade product(s).

E-mail address	All products	Exp D/Cs	Imp D/Cs	Exp Col	Imp Col	Trade Loan	In Gtee	Out Gtee	Reimb	R/F	P/F	Add/Cancel
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	
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	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	

☐ Apply to all business addresses, if not please specify in Section C

SECTION B: SPECIFIC SECURE E-MAIL NOTIFICATIONS

There are a number of trade notifications generated for each trade product.

Complete this section if you would like ANZ to send your e-mail address contacts **specific** trade notifications **only.** Please specify the contact's e-mail address, the trade product and the trade notification(s) type from the list above using the format in the example provided.

Example:

E-mail address	Trade product	Specific trade notification	Add/Cancel
123456@abc.com	Import Collections	Payment	Add

E-mail address	Trade product	Specific trade notification	Add/Cancel

SECURE E-MAIL NOTIFICATIONS APPLICATION

SECTION C: SPECIFIC BUSINESS OFFICES/LOCATIONS

Complete this section if you have **different business names and/or your business offices are located in different cities/states/regions** and you would like to nominate which business name/locations to which ANZ is to send trade notifications. State the e-mail address(es) for the office/location trade notifications are to be sent to using the format in the example provided.

Example:

E-mail address	Trade product	Specific trade notification	Business name/Location	Add/Cancel
123456@abc.com	Export Letter of Credit	Advise	Melbourne	Add
123456@abc.com		All Payments	Sydney	Add

E-mail address	Trade product	Specific trade notification	Location	Add/Cancel

TERMS

Our use of Secure E-mail Notifications is subject to, and we are bound by, the following:

1. We acknowledge that providing trade notification e-mails via the internet **(electronic transmission)**, whether encrypted or not, may be subject to interruption, unavailability or breach of security for a variety of reasons and because of the convenience and other efficiency benefits of us receiving electronic transmissions from ANZ, we accept the risk that the electronic transmission may be incomplete, inaccurate, corrupted or accessed by unauthorised persons before being received by us.
2. We will take all reasonable steps to ensure the integrity and proper operation of our own security procedures including our own internal risk controls to prevent unauthorised or incorrect accessing of secure e-mails.
3. We agree it is our responsibility to provide and maintain in good working order any software or equipment required to enable us to access the electronic transmissions and use the service.
4. We will ensure that we have adequate contingency plans to enable us to transact our business by other means if there is an interruption or delay in electronic transmissions via the Internet.
5. We will ensure that ANZ is given at least 7 business days (being a day when ANZ is open for general banking business in the place where ANZ's office providing the service is located) written notice of any changes in the information contained in this application.
6. We will keep the password secure and confidential and immediately upon becoming aware that a password may be lost, or stolen or that an unauthorised person knows or uses our password, notify ANZ and take all reasonable steps to change the password and cease using the compromised password and we agree that ANZ may cancel a password as soon as reasonably practicable after receiving our written request.
7. ANZ may take any action ANZ deems necessary (including cancelling a password and ceasing to send electronic transmissions) at any time ANZ believes that the password has been compromised and ANZ will, as soon as reasonably practicable, notify us if ANZ has taken such action but is not required to notify us before doing so.
8. All instructions and correspondence relating to the service will be sent at our risk.
9. We acknowledge and agree that ANZ is not responsible for and will not be liable for any loss, cost or damage arising, whether directly or indirectly, from:
    (a) any service failures or disruptions (including but not limited to, loss of data) attributable to a systems or equipment failure or due to reliance by ANZ on third party products or interdependencies, including electricity or telecommunications; and
    (b) any failure by us to provide ANZ with the notice required in clause 5 above;
    (c) interruption to ANZ's business by acts of God, riots, civil commotions, insurrections, wars or any other cause beyond ANZ's control, or by strikes or lockouts.

Name of Authorised Signatory

Telephone Number

Authorised Signature

Name of Authorised Signatory

Telephone Number

Authorised Signature