



Our privacy policy is available at www.bankofmelbourne.com.au or by calling 13 22 66 and covers how we handle your personal information.

Account Information	Account Number	Credit Card Number (if applicable)
	Account holder/Card holder	
	Given names	Surname
	Given names	Surname
	Current Address	
Current Phone No. or Mobile		

Funds Information	Head Office Use Only		
	Date funds were sent to treasury / /	Amount sent to treasury \$	Report Page

Account Holder Information	Previous Address
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Refund Details <i>Select one method only</i>	<input type="checkbox"/> Pay to an existing bank account	BSB	Branch/other financial institution details
	OR	Account number	Account name
	<input type="checkbox"/> Branch suspense account		
	OR		
	<input type="checkbox"/> Post Bank Cheque to (fee may apply)		Postcode
OR	<input type="checkbox"/> For overseas accounts please attach the relevant details		

Declaration by Account holder	I/We hereby declare that I/we am/are the owner/s of the abovementioned funds and therefore apply for a refund of the moneys remitted to the Treasury by Bank of Melbourne.	
Signature/s of Account holder/s	Signature/s of Account holder/s	
		

Certification	Manager's Checklist (✓)	Branch stamp
	Photocopy ID and staple to request <input type="checkbox"/> Yes	
	This is to certify that the account holder/s herementioned, and whose signature/s appear/s above, has/have been identified to our satisfaction as the rightful owner/s of moneys remitted to Treasury.	
	Date / /	Branch Manager

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- | | | | |
|-----------------------------|--------------------------------|---|--|
| Branch
Procedure | 1. Verifying
account | <input type="checkbox"/> Attach original or photocopy document relating to the account transferred as unclaimed
(<i>e.g. passbook, bank statement, encoded cheque or deposit form etc.</i>). | |
| | 2. Verifying
account holder | <input type="checkbox"/> Attach photocopy of two forms of identification - both must carry account holder's signature and one
must have their current address (<i>e.g. drivers licence, passport, credit/debit card with signature</i>). | |
| | 3. Checklist | OR
<input type="checkbox"/> Signatures have been verified to branch authorities or the customer is known to the branch
and the manager verifies that the customer is the rightful owner of the above account.
<ul style="list-style-type: none">• All sections have been completed in full <input type="checkbox"/> Yes• Documents required under procedure 1 and 2 are attached <input type="checkbox"/> Yes• Customer has been advised that refunds from Federal Treasury/ASIC take approximately
3 months (<i>if applicable</i>) <input type="checkbox"/> Yes | |
| | 4. | Forward to Customer Administration / Unclaimed Moneys IBN80
1 King Street Concord West NSW 2138 | |