



## 4. Terms

**Access to information.** Your information will be collected and held by ASB at ASB North Wharf, 12 Jellicoe Street, Auckland Central, Auckland. You have rights of access to, and correction of, personal information (as defined by the Privacy Act 1993) held by us. In some circumstances, we may charge a reasonable fee for complying with such a request.

**Accuracy of information.** If you don't give us complete and accurate information, we may decline your application for the Direct Credit Services for the Payment of wages and salaries (or the services may be withdrawn).

We will do our best to ensure that the information we hold about you is accurate. Prompt advice of any changes in your contact details such as physical or email address, or telephone will help us do this.

We will accept the Payroll Bureau's notification of any termination of this registration.

"**ASB**", "**We**" or "**Us**" means ASB Bank Limited.

"**Beneficial Owner**" means an individual who has effective control of the Customer, or who owns more than 25% of the Customer.

"**Customer**", "**you**" or "**your**" means the person, entity or organisation specified as the Customer in this registration form and in whose name the "you" and "your" are deemed to refer to the Customer and each signatory executing the form.

"**Payroll Bureau**" means your appointed Direct Credit Aggregator who authorized to send your payroll information to ASB.

**Change of Details.** You agree to promptly notify us of any changes to your name, Beneficial Owners, address, registered office (if applicable), telephone and/or email address.

### **Confidentiality. Collecting and using information**

We will collect, hold, and use information about you for the purposes of:

- Opening, operating, administering and maintaining any services provided to you by us or our related companies (Change whether incorporated in New Zealand or elsewhere);
- Confirming your identity and address and the identity and address of any Beneficial Owner, for example, electronically matching information with identification information in third party databases;
- Both us and our related companies (whether incorporated in New Zealand or elsewhere) complying with regulatory and other requirements, for example liquidity requirements;
- Managing your relationship with us so, for example, we can respond to your queries;
- Monitoring and screening your services for anti-money laundering and countering financing of terrorism purposes and for fraud and crime detection purposes.

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1. Where the customer is a company, ASB generally requires execution by at least one director, if there is only one director, or by two, if there are two or more directors.
  2. To be signed in accordance with customer's governance rules.
  3. Where signed on behalf of a trust or partnership, all trustees, or partners (general partner(s) for a limited partnership) of the trust or partnership (as appropriate) must sign.
  4. In the case of an incorporated society, where the society has a common seal, and it has been affixed to this document in the presence of those officials executing their signatures and in accordance with the rules of the society.