

To: The Directors  
 Lands Kirwan Tong Stockbrokers Pty Limited  
 Reply Paid 1268  
 PO Box 591  
 Collins Street West Vic 8007

OR: By Fax To: (03) 9621 1463

Dear Sirs,

**Emailing of documentation**

I/We ..... of  
 [Account Holder(s)]  
 .....  
 [Address]  
 .....

Holding the account number(s) detailed below:

LKT A/c Number: ..... LKT A/c Name: .....  
 LKT A/c Number: ..... LKT A/c Name: .....  
 LKT A/c Number: ..... LKT A/c Name: .....

request that documentation (including electronic confirmations (contract notes), transaction statements, and Statements of Advice (SOAs)) for my/our account(s) be e-mailed to the following address(es).  
 [PLEASE PRINT EMAIL ADDRESS(ES) CLEARLY]

.....  
**Original** – must be email address of Account Holder/ Authorised Officer. **Please tick** if you also want a hard copy confirmation (contract note) to be posted.   
**Copy** if required – eg to Accountant, Authorised Person

I/We request that reports be sent to my/our nominated email address(es) at the frequency selected:

	Weekly <sup>†</sup>	Monthly <sup>†</sup>	Quarterly <sup>†</sup>	Six-Monthly <sup>†</sup>	Annually <sup>†</sup>
Portfolio Valuation					
Statement of Transactions					

<sup>†</sup> Please tick your requirement – only one selection per report type.

I/We, the below signed, authorise Lands Kirwan Tong Stockbrokers Pty Limited (LKT) to implement the amendments to our records as detailed above.

Signed ..... Signed ..... Signed .....  
 Name ..... Name ..... Name .....  
 Date ..... Date ..... Date .....

**IMPORTANT NOTES**

- For joint accounts all parties to the account must sign.
- For a company account, this authorisation must be signed by an authorised signature and in accordance with the company's constitution.