



Broker accreditation and transfer application.

For any enquiries please email:
brokeroperations@mebank.com.au

Broker accreditation steps.

Step 1 Complete sections 1 and 2

Step 2 We'll email you details to complete pre-reading, online accreditation training and a ME accreditation declaration form

Step 3 ME will confirm your accreditation by issuing you with a Broker Identification Number

Section 1.

Application details – complete this section.

☐ A new application

☐ Transfer application (must be within 90 days of leaving the previous Aggregator).

Please provide a copy of separation letter

Are you a new to industry broker?

☐ No - please provide copy of separation letter

☐ Yes

☐ Other - please provide commentary

Section 2.

Broker details – all fields in this section are mandatory.

Title (Mr/Mrs/Miss/Ms/Other) Given name(s)

Family name

Date of birth

Email address

Business/Company name

Business/Company address

Business/Company postal address (if different from address)

Mobile

Phone number

Fax number

Licensing/registration details – please select from the 3 options and provide details.

1. ☐ I am a Credit Representative (CR) of a holder of an Australian Credit Licence (ACL).

ACL registered name:

ACL number:

CR name:

CR number:

2. ☐ I have been issued with an (ACL);

ACL registered name:

ACL number:

3. ☐ I am an employee/director of a holder of an ACL.

ACL registered name:

ACL number:

Privacy notice.

ME complies with the Australian Privacy Principles and Privacy Act 1988 (Cth) in collecting and managing your personal information. We are collecting your personal information for the purposes of assessing your application for broker accreditation, establishing and administering your appointment and our internal operations. Your personal information may be used and disclosed to third party service providers for these purposes. If you do not disclose this information, we will not be able to give you broker accreditation. We may also use your personal information to get in touch with you about ME products and services, or those of our alliance partners, that may be of interest (unless you tell us not to) ME's Privacy and Credit Reporting Policy (available at mebank.com.au or on request) contains information about how you can request us to provide you access to or seek correction of any personal information we hold about you and how you may complain about a breach of an Australian Privacy Principle and how we will deal with such a complaint.

I consent to the Privacy Notice above.

Broker Name:

Signature:

Date:

Section 3.

Aggregator attestation.

1. Aggregator legal name: of Aggregator business address:
- ("The Aggregator") agrees to supply ME with any information that ME may request on an ongoing basis in order to confirm that any of our representatives meet ME's accreditation requirements (as may be amended from time to time).
2. The Aggregator confirms that we hold and are responsible for the following details of the broker identified in Section 2:
- Australian Company Number / Australian Business Number and registration for goods and services tax ("GST").
 - Registered address.
 - Contact details/Names.
 - Confirmation we have verified the identity of each representative in accordance with the procedures for identifying individuals in the AML/CTF Act.
 - Industry start date.
 - Professional Memberships (i.e. MFAA)
 - AFCA Membership.
 - Industry related references.
 - Details about past history of each representative (as applicable) with respect to the following matters:
 - details on previous aggregator relationship (letter of separation);
 - ACL cancellations;
 - industry license cancellations;
 - criminal convictions; and
 - bankruptcy and insolvency
 - Professional Indemnity cover ("PI") - the minimum level \$2m (minimum cover).
 - Profiles of directors/major shareholder/senior non-executive management/brokers – including resume, identity check in accordance with AML/CTF Act requirements, Veda and police clearance.
 - Evidence of qualifications – minimum 12 months face to face experience writing regulated residential loans (unless ME has agreed otherwise on an exception basis).
 - Evidence of knowledge of and compliance with the National Consumer Credit Protection Act ("NCCP") and other relevant legislation.
3. The Aggregator acknowledges that:
- ME will spot check the information supplied and may ask for further detailed information to confirm its accuracy. ME may conduct a more detailed audit if the information is found to be substantially deficient.
 - ME reserves the right to accept/reject any representative listed at ME's absolute discretion.
4. The Aggregator attests that in relation to a representative listed who operate under their own ACL, that
- has adequate processes in place to audit and manage these representatives on an ongoing basis; and
 - is responsible for the conduct of these representatives.
5. The Aggregator agrees that it is responsible:
- to promptly inform ME Bank if there is any change to the representative's licensing/registration status;
 - for the accuracy of the information on each representative furnished to ME from time to time; and
 - to inform ME as soon as practicable of any changes to the information on each representative included in Section 2.

Signed for and on behalf of The Aggregator by its duly Authorised Representative:

Authorised Representative name:

Authorised Representative Signature:

Date:

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ME use only.

To be completed by ME broker operations.

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|--|--|
| <input type="checkbox"/> ME accreditation declaration form received | <input type="checkbox"/> Broker Data base updated |
| <input type="checkbox"/> Aggregation Group confirmed | <input type="checkbox"/> Broker Identification Number generated |
| <input type="checkbox"/> Aggregator Declaration signed | <input type="checkbox"/> Email sent to broker and aggregator with ME Broker Identification Number and welcome pack |
| <input type="checkbox"/> ASIC search completed to verify ACL/CR Number | <input type="checkbox"/> Broker set up in NextGen |

ME Officer name:

Date:

D	D	M	M	Y	Y
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