



# How to complete this form

## Change of Name

Place an 'X' in the box that applies to the reason for this change of name.

## Supporting Documentation Required

### Change of Name by Marriage

- A certified copy of the Marriage Certificate
- If the maiden name on the marriage certificate does not match the currently registered name, additional certified documentation (that is marriage, divorce, change of name documents) must be provided to evidence the link.

### Change of Name by amending birth certificate

- A certified copy of the amended Birth Certificate; or
- A certified copy of Certificate of Name Change; or
- A certified copy of the registered deed poll document.

Note: Deed polls are accepted if registered prior to the following years:

ACT 1997 NSW 1996 NT 1997 QLD Oct 2003 SA 1981 TAS 2000 VIC 1986 WA 1999

## How to certify your document

- 1 All pages of the document are required to be certified
- 2 The certification must contain a statement to the effect that it is a 'true and correct' copy of the original
- 3 The certification must be an original (that is, no photocopies or faxes of a certified copy are acceptable)

## Who can certify a document

Chartered Accountant (C.A)	Diplomatic or Consular Officer
Certified Practising Accountant (C.P.A)	A Barrister or Solicitor or a Clerk to a Barrister and Solicitor
A Postmaster	The Sheriff or Deputy Sheriff
Australian Defence Forces Officer	A Notary Public Commissioner of Affidavits or Declarations
A Justice of the Peace	Office of the Court – Magistrates, County or Supreme
A member of the Police Force	A Minister of Parliament of the Commonwealth or the State Government
A legally qualified Medical Practitioner	An authorised Clerk of a Trustee Company
A Pharmacist	
The manager of a Bank, Building Society or Credit Union	
Marriage Celebrant – civil or religious	

## Signature(s)

You must sign this form as follows in the spaces provided:

- Individual: where the holding is in one name, the securityholder must sign.
- Joint Holding: where the holding is in more than one name, only the securityholder(s) changing their name must sign.
- Power of Attorney: to sign as Power of Attorney, you must have already lodged this document with the registry. If you have not previously lodged this document for notation, please attach an originally certified copy of the Power of Attorney to this form when you return it.

## Upon completion, please forward correspondence to:

Bendigo and Adelaide Bank Limited Share Registry  
PO Box 480 BENDIGO VIC 3552  
Ph: 1800 646 042 Fax: (03) 5485 7645