

To be placed on the company's official letterhead, incl full legal name, address and contact details to be clearly displayed. Instructions can be found on the second page.

[Letter date - 01/01/2000]

Senior Managing Official (SMO) Nomination

Ref: [NAB customer reference number, if any]

Re: [Full customer legal name and ACN - Example Pty Ltd, ACN XXX XXX XXX]

On behalf of the organisation listed above, we confirm that the following individual is the Senior Managing Official of the organisation.

This individual makes, or participates in making, decisions that affect the whole, or a substantial part of the business of the organisation, or who has the capacity to significantly affect the financial standing of the Organisation.

Full name*: _____

Position within the Organisation*: _____

Date of birth*: _____

Residential Address*: _____

Regards,

Signed*:	Signed*:
Date*:	Date*:
Full legal Name*:	Full legal Name*:
Position*:	Position*:
Contact email*:	Contact email*:

**Required Fields*

INSTRUCTIONS:

To meet our regulatory obligations, NAB is required to confirm organisation ownership information.

Where no individual directly or indirectly holds 25% or more shares in the organisation, a nomination for the Senior Managing Official (SMO) of the organisation is required.

This SMO Nomination can be provided to the email address listed in our original correspondence.

The SMO Nomination must:

1. Provide details for the nominated Senior Managing Official (SMO) including their full name, position within the company, date of birth and residential address.
2. Be prepared on the organisation's official letterhead.
3. Include information about the company, including full legal name, address and contact details (i.e. within the letterhead).
4. Be completed, dated and signed by:
 - a. For companies: either two directors of the company, one director and one secretary, or one secretary affixed with the company seal.
 - b. For associations, partnerships, registered co-operatives or other: an office bearer holding positions equivalent to a company director or secretary, i.e. an individual partner, chairman, Vice-Chairman, or Treasurer.
5. Provide details of the signing parties of the SMO Nomination, including their full legal name, position and contact details.

If the above requirements can't be met, please contact NAB for details on how to provide this nomination from a registered/accredited accountant or lawyer.