

Member Registration Form

This form is used to register the location of your documents online. Please complete the form using BLOCK letters. All fields are compulsory unless stated 'optional'.

Personal Details (owner of Will and/or Documents):

Title: Mr/Mrs/Miss/Ms/Dr/Hon/Prof

First Name: _____

Last Name: _____

Additional Name/s (optional): _____

Residential Address: _____

State: _____ Postcode: _____

Postal Address (if different from residential): _____

State: _____ Postcode: _____

Email: _____

Home Phone (area code): () _____

Mobile: _____

Date of Birth: _____

Place of Birth (city/town): _____

Occupation (optional): _____

Select Account Membership: First year's membership free, on any membership period, upon registration.

Membership Period	Standard Amount Per Year	Price Upon Registration (Inc. First Year Free)	Select
1 Year	\$22	\$0	
2 Years	\$20	\$20	
3 Years	\$18	\$36	
5 Years	\$16	\$64	
10 Years	\$15	\$135	

* Note: Membership can be renewed anytime by accessing your account. Prices are in AUD and include GST.

Select your account Security Question:

(*This is used to help verify your account identity)

1. Where is your favourite holiday destination? _____
 2. What is your favourite sports team? _____
 3. What is your favourite hobby? _____
 4. What is your favourite food? _____
 5. What is your professional's full name? _____
 6. Create my own security question: _____
- Answer: _____

Terms and Conditions/Privacy Policy

I have read (or had explained to me) and agree to the Terms and Conditions, and Privacy Policy of the Australian Registry of Wills, Deeds and Documents Pty Ltd.

I hereby give permission for _____
to register documents on my behalf. I understand the person/entity specified above
will have access to my registered information and will be able to update my details on
my behalf upon request.

☐ AGREE ☐ DISAGREE

Member's Full Name: _____

Member's Signature: _____

Professional's Full Name: _____

Professional's Signature: _____

Date: _____

Search Facility Public Listing:

Select if you would like to have your basic details (full name, suburb/town, State/
Territory and postcode) displayed on the public listing search facility.

This allows people to conduct a general search for registered members on the web
site.

☐ YES ☐ NO

Free Newsletter Subscription: ☐ YES ☐ NO

Please select the documents you would like to register:

Document	Type	Select
Will:	Personal	
Power of Attorney:	Financial	
	Medical	
	Guardianship	
	Specific	
	General	
	Corporate	
Property Title:	Freehold - Land Act Title	
	Freehold - General Law Title	
	Freehold - Strata Title	
	Leasehold	
	Company- Share Title	
	Loan and Licence	
Trust/Deed:	Family Trust	
	Unit Trust	
	Simple Trust	
	Charitable Trust	
	Other	
Share Holding:	Share Certificate	
Financial Agreement/Plan:	Investment Plan	
	Annuity Contract	
	Investment Certificate	
Superannuation Deed:	Self-Managed	
	Industry Based	
	Corporate Provider	
	Public Sector	
	Retail Sector	
Life Insurance Policy:	Individual	
Funeral Plan:	Pre-Paid Funeral	
Licences/Franchises:	Proprietary	
Company Constitution:	Business	

Copyright Verifier:	Standard	
Personal Document:	General	
Business Document:	Standard	

* Please consult your professional for 'once off' document registration fees.

Location of Will and/or Documents:

Document 1 _____

Document Title: _____
 Issued By (optional): _____
 Date of Document: _____
 Policy/Serial/Ref. No. (if applicable): _____
 Place/Business Name (where document is stored): _____
 Address: _____

 State: _____ Postcode: _____
 Online Location (if applicable): _____
 Specific Document Location: _____
 Custodian (Caretaker): _____
 Responsible Person (for document): _____
 Responsible Person's Contact Number: _____
 Responsible Person's Email: _____

Document 2 _____

Document Title: _____
 Issued By (optional): _____
 Date of Document: _____
 Policy/Serial/Ref. No. (if applicable): _____
 Place/Business Name (where document is stored): _____
 Address: _____

 State: _____ Postcode: _____
 Online Location (if applicable): _____
 Specific Document Location: _____
 Custodian (Caretaker): _____
 Responsible Person (for document): _____
 Responsible Person's Contact Number: _____
 Responsible Person's Email: _____

Document 3 _____

Document Title: _____
 Issued By (optional): _____
 Date of Document: _____
 Policy/Serial/Ref. No. (if applicable): _____
 Place/Business Name (where document is stored): _____
 Address: _____

 State: _____ Postcode: _____
 Online Location (if applicable): _____
 Specific Document Location: _____

Custodian (Caretaker): _____
Responsible Person (for document): _____
Responsible Person's Contact Number: _____
Responsible Person's Email: _____

Document 4 _____

Document Title: _____
Issued By (optional): _____
Date of Document: _____
Policy/Serial/Ref. No. (if applicable): _____
Place/Business Name (where document is stored): _____
Address: _____
State: _____ Postcode: _____
Online Location (if applicable): _____
Specific Document Location: _____
Custodian (Caretaker): _____
Responsible Person (for document): _____
Responsible Person's Contact Number: _____
Responsible Person's Email: _____

Document 5 _____

Document Title: _____
Issued By (optional): _____
Date of Document: _____
Policy/Serial/Ref. No. (if applicable): _____
Place/Business Name (where document is stored): _____
Address: _____
State: _____ Postcode: _____
Online Location (if applicable): _____
Specific Document Location: _____
Custodian (Caretaker): _____
Responsible Person (for document): _____
Responsible Person's Contact Number: _____
Responsible Person's Email: _____

*For additional document registrations, please add details on a separate piece of paper.

Nominee Access:

You can nominate up to 12 people who you grant permission to access your registered information. Nominees can access your registered information by:

1. Entering a randomly generated password that is sent to the nominee's email address, or
2. Answering a secret question selected by you.

First Nominee:

*Please allow this nominee to have access to Document/s: 1, 2, 3, 4, 5, etc. (Circle)

First Name: _____

Last Name: _____
Additional Name/s: _____
Date of Birth (DD/MM/YYYY): _____
Place of Birth (Town/City): _____
Mobile (Recommended): _____

Nominee Access:

1. Nominee's Email (Optional): _____

Would you like to notify this person (via an automatically generated email) that they have been registered as a nominee? If yes, the nominee will receive details to help them access your registered information.

☐ YES (email required above).

Send email: ☐ Upon registration
 ☐ In 2 weeks time
 ☐ In 1 months time
 ☐ In 2 months time

☐ NO, I will give the nominee access, but do not want to inform them at this stage.

2. Select a Security Question (for nominee to answer about member):

- a. Where is the Member's favourite holiday destination? _____
- b. What is the Member's favourite sports team? _____
- c. What is the Member's favourite hobby? _____
- d. What is the Member's pet's name? _____
- e. What is the Member's oldest grandchild's name? _____
- f. Create my own security question: _____

Answer: _____

☐ I authorise Australian Registry of Wills, Deeds and Documents to disclose my registered information to this nominee. We may in absolute discretion require production of supporting documentation from your nominee prior to divulging your registered information.

Second Nominee:

*Please allow this nominee to have access to Document/s: 1, 2, 3, 4, 5, etc. (Circle)

First Name: _____
Last Name: _____
Additional Name/s: _____
Date of Birth (DD/MM/YYYY): _____
Place of Birth (Town/City): _____
Mobile (Recommended): _____

Nominee Access:

1. Nominee's Email (Optional): _____

Would you like to notify this person (via an automatically generated email) that they have been registered as a nominee? If yes, the nominee will receive details to help

them access your registered information.

☐ YES (email required above).

Send email: ☐ Upon registration
 ☐ In 2 weeks time
 ☐ In 1 months time
 ☐ In 2 months time

☐ NO, I will give the nominee access, but do not want to inform them at this stage.

2. Select a Security Question (for nominee to answer about member):

- a. Where is the Member's favourite holiday destination? _____
- b. What is the Member's favourite sports team? _____
- c. What is the Member's favourite hobby? _____
- d. What is the Member's pet's name? _____
- e. What is the Member's oldest grandchild's name? _____
- f. Create my own security question: _____

Answer: _____

☐ I authorise Australian Registry of Wills, Deeds and Documents to disclose my registered information to this nominee. We may in absolute discretion require production of supporting documentation from your nominee prior to divulging your registered information.

Third Nominee:

*Please allow this nominee to have access to Document/s: 1, 2, 3, 4, 5, etc. (Circle)

First Name: _____
Last Name: _____
Additional Name/s: _____
Date of Birth (DD/MM/YYYY): _____
Place of Birth (Town/City): _____
Mobile (Recommended): _____

Nominee Access:

1. Nominee's Email (Optional): _____

Would you like to notify this person (via an automatically generated email) that they have been registered as a nominee? If yes, the nominee will receive details to help them access your registered information.

☐ YES (email required above).

Send email: ☐ Upon registration
 ☐ In 2 weeks time
 ☐ In 1 months time
 ☐ In 2 months time

☐ NO, I will give the nominee access, but do not want to inform them at this stage.

2. Select a Security Question (for nominee to answer about member):

- a. Where is the Member's favourite holiday destination? _____
- b. What is the Member's favourite sports team? _____
- c. What is the Member's favourite hobby? _____
- d. What is the Member's pet's name? _____
- e. What is the Member's oldest grandchild's name? _____
- f. Create my own security question: _____

Answer: _____

☐ I authorise Australian Registry of Wills, Deeds and Documents to disclose my registered information to this nominee. We may in absolute discretion require production of supporting documentation from your nominee prior to divulging your registered information.

Fourth Nominee:

*Please allow this nominee to have access to Document/s: 1, 2, 3, 4, 5, etc. (Circle)

First Name: _____

Last Name: _____

Additional Name/s: _____

Date of Birth (DD/MM/YYYY): _____

Place of Birth (Town/City): _____

Mobile (Recommended): _____

Nominee Access:

1. Nominee's Email (Optional): _____

Would you like to notify this person (via an automatically generated email) that they have been registered as a nominee? If yes, the nominee will receive details to help them access your registered information.

☐ YES (email required above).

Send email: ☐ Upon registration

☐ In 2 weeks time

☐ In 1 months time

☐ In 2 months time

☐ NO, I will give the nominee access, but do not want to inform them at this stage.

2. Select a Security Question (for nominee to answer about member):

- a. Where is the Member's favourite holiday destination? _____
- b. What is the Member's favourite sports team? _____
- c. What is the Member's favourite hobby? _____
- d. What is the Member's pet's name? _____
- e. What is the Member's oldest grandchild's name? _____
- f. Create my own security question: _____

Answer: _____

☐ I authorise Australian Registry of Wills, Deeds and Documents to disclose my registered information to this nominee. We may in absolute discretion require production of supporting documentation from your nominee prior to divulging your registered information.

Fifth Nominee:

*Please allow this nominee to have access to Document/s: 1, 2, 3, 4, 5, etc. (Circle)

First Name: _____

Last Name: _____

Additional Name/s: _____

Date of Birth (DD/MM/YYYY): _____

Place of Birth (Town/City): _____

Mobile (Recommended): _____

Nominee Access:

1. Nominee's Email (Optional): _____

Would you like to notify this person (via an automatically generated email) that they have been registered as a nominee? If yes, the nominee will receive details to help them access your registered information.

☐ YES (email required above).

Send email: ☐ Upon registration

☐ In 2 weeks time

☐ In 1 months time

☐ In 2 months time

☐ NO, I will give the nominee access, but do not want to inform them at this stage.

2. Select a Security Question (for nominee to answer about member):

a. Where is the Member's favourite holiday destination? _____

b. What is the Member's favourite sports team? _____

c. What is the Member's favourite hobby? _____

d. What is the Member's pet's name? _____

e. What is the Member's oldest grandchild's name? _____

f. Create my own security question: _____

Answer: _____

☐ I authorise Australian Registry of Wills, Deeds and Documents to disclose my registered information to this nominee. We may in absolute discretion require production of supporting documentation from your nominee prior to divulging your registered information.

*If you would like to add more nominees, please provide details on a separate piece of paper.