



AUTOMATE

YOUR DATA COLLECTION

YOUR UNIQUE EMAIL FOR YOUR SMSF IS

AUTOMATE YOUR DATA COLLECTION

To authorise the automatic collection of your Contract Note data, BGL requires you to complete the following steps:

YOUR BROKER

Count Online Broking
1800 252 351

Note: Count Online Broking is linked to CommSec.

- Login to your CommSec Account. Please note that you will need to complete the additional authorisation check.

The screenshot shows the CommSec website interface. The main navigation bar includes 'Home', 'Portfolio', 'Watchlists', 'Quotes & Research', 'Trading', 'Community', 'Products', and 'Support'. The 'Profile & Security' section is active, displaying a message: 'SMS Security Code has been sent to your mobile number.' Below this, there are instructions for the user to verify their mobile phone is switched on, click 'Get SMS Security Code', and enter the code. A 'Get SMS Security Code' button and an input field for the code are visible. The page also includes a 'Profile quick links' sidebar with options like 'View the progress of your Applications', 'Change your login password', and 'Update your Subscription Details'.

BGL.

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- Under the Portfolio menu please select the Profile & Security tab.
- Select Update Email Addresses link and then select Add an Email Address.

CommSec Home Portfolio Watchlists Quotes & Research Trading Community Products Support

Portfolio Accounts Statements **Profile & Security** Offers & Apply CommSec One Quick Quote or Search **Display**

Personal Details

Account Display Settings

Passwords & Security

Login Password

Security Questions & Answers

SMS Security

Trading Password

Personal Details

Client:

Addresses Update Addresses

Postal Address	Residential Address
AUSTRALIA	AUSTRALIA

Phone Numbers Update Phone Numbers

Type	Number	Preferred
Mobile		<input checked="" type="checkbox"/>

Email Addresses Update Email Addresses

Email Address	Preferred	Subscriptions
@gmail.com	<input checked="" type="checkbox"/>	Show <input type="button" value="v"/>
@bglnotes.com.au	<input type="checkbox"/>	Show <input type="button" value="v"/>

- Add the unique email address provided and save.

Email Addresses **Add an Email Address**

Email Address	Action	Preferred	Subscriptions
<input type="text" value="@gmail.com"/>		<input checked="" type="radio"/>	Show <input type="button" value="v"/>
<input type="text" value="@bglnotes.com.au"/>	Remove	<input type="radio"/>	Show <input type="button" value="v"/>
<input type="text"/>	Remove	<input type="radio"/>	No

Cancel

! Change of Address - Important Information

Changes to your postal address will be applied to:

- ▶ Any CommSec accounts where you are the first account holder, and;
- ▶ Your registered CHES address for these accounts, and;
- ▶ The address stored against your CommSec Client ID.

You can view your updated account addresses on the [account details](#) page.

A change of contact details form will need to be completed for:

- ▶ Accounts held in a Company name.
- ▶ Trust accounts, where a Company is the trustee.
- ▶ An overseas address or number.

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- Navigate to Portfolio > Accounts (select account) > Account Details
- Under the Email Confirmations heading, you can chose up to 5 copies to be sent. Tick the box next to the **unique email address** and **Save Preferences**.

Email Confirmations	
Original	Copy (Up to 5 Copies)
<input checked="" type="radio"/> MYEMAIL@GMAIL.COM	<input type="checkbox"/> MYEMAIL@GMAIL.COM
<input type="radio"/> UNIQUEEMAIL@BGLNOTES.COM.AU	<input checked="" type="checkbox"/> UNIQUEEMAIL@BGLNOTES.COM.AU

Order Notifications

? **Original Order Notification by Email:** Yes No

Email Order Notifications
<input type="checkbox"/> MYEMAIL@GMAIL.COM
<input type="checkbox"/> UNIQUEEMAIL@BGLNOTES.COM.AU

[Save Preference](#)

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