

Getting started with Registry Direct

By registering to use the Registry Direct platform you will be able to check your holding balance, update your personal details, view dividend distribution summaries and more.



registry  direct



Set up your account

Once you've received an invitation in the post or in your email inbox, just follow the steps in the invitation to set up your account.

For your security you will need to provide your email address and mobile number.

Create account

First name:



Last name:



Email:



Create password:



Your password needs to be at least 8 characters long

Confirm password:



Create account

using software by

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Check your holding balance

Holdings information is available on the Investor centre home page.

Community Bank Victoria Richards ▾
Investor centre

Holdings Communications **Votes** Statements Transactions Investor forms

Holdings

As at: 14/09/2018

Total value: **AUD 1,680.00**

Account: MISS VICTORIA RICHARDS

Security	Balance	Price	Value	% of account	Statement
Community Bank Ordinary Shares A	1,120	AUD 1.50	AUD 1,680.00	100.0	holding statement edit details
Total			AUD 1,680.00	100.0	

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View the details of a holding

Each holding has its own page where you can specify the address, bank account details for direct crediting, and tax information of the holding.

To access the details of a holding, click on **edit details** for the holding you wish to edit.

Community Bank Victoria Richards ▾
Investor centre

Holdings Communications Votes Statements Transactions Investor forms

Holdings

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Total			AUD 1,680.00	100.0		

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Update your address details


The platform allows you to have a different address for each of your holdings. To update the address of a holding click **edit** in the 'Name and address' section.

Community Bank Victoria Richards ▾
Investor centre

Holdings Communications **Votes** Statements Transactions Investor forms

SRN: I90075581773 - Ordinary Shares A
MISS VICTORIA RICHARDS
VICTORIA RICHARDS (primary contact)

Security details		Name and address edit	
Security			
Issuer:	Community Bank	MISS VICTORIA RICHARDS	
Security class:	Ordinary Shares A	43 LIAM STREET	
Investor number (HIN/SRN):	I90075581773	PAKENHAM VICTORIA 3184	
Category:	Issuer Sponsored	Australia	
Balance:	1,120.000000		

 Holding statement: Date range: 17/07/2018 - 17/08/2018 [download](#)

Payment instructions edit		Tax details edit	
Dividend reinvestment plan:	No Participation	Country of tax residency:	Australia
BSB:	060-111	Tax type:	Individual
Account number:	222222223	Tax number 1 (TFN/ABN or other):	Not provided
Account name:	Victoria Richards	Tax number 2 (TFN/ABN or other):	
		Tax number 3 (TFN/ABN or other):	
		Tax status:	Tax details not sufficiently quoted

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Advise your banking details for direct crediting

The platform allows you to have different bank details for direct crediting for each of your holdings. To add or update your banking details for direct crediting click **edit** in the 'Payment instructions' section.


Community Bank Victoria Richards ▾
Investor centre

Holdings Communications **Votes** Statements Transactions Investor forms

SRN: I90075581773 - Ordinary Shares A
MISS VICTORIA RICHARDS
VICTORIA RICHARDS (primary contact)

Security details [edit](#)

Security	Name and address
Issuer: Community Bank	MISS VICTORIA RICHARDS
Security class: Ordinary Shares A	43 LIAM STREET
Investor number (HIN/SRN): I90075581773	PAKENHAM VICTORIA 3184
Category: Issuer Sponsored	Australia
Balance: 1,120.000000	

 Holding statement: Date range: 17/07/2018 - 17/08/2018 [download](#)

Payment instructions [edit](#)

Dividend reinvestment plan:	No Participation
BSB:	060-111
Account number:	222222223
Account name:	Victoria Richards

Tax details [edit](#)

Country of tax residency:	Australia
Tax type:	Individual
Tax number 1 (TFN/ABN or other):	Not provided
Tax number 2 (TFN/ABN or other):	
Tax number 3 (TFN/ABN or other):	
Tax status:	Tax details not sufficiently quoted

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Provide your country of residency and your Tax File Number

The platform allows you to have different tax details for each of your holdings. To provide your country of residency and your Tax File Number click **edit** in the 'Tax details edit' section.


Community Bank Victoria Richards ▾
Investor centre

Holdings Communications **Votes** Statements Transactions Investor forms

SRN: I90075581773 - Ordinary Shares A
MISS VICTORIA RICHARDS
VICTORIA RICHARDS (primary contact)

Security details [edit](#)

Security	Name and address
Issuer: Community Bank	MISS VICTORIA RICHARDS
Security class: Ordinary Shares A	43 LIAM STREET
Investor number (HIN/SRN): I90075581773	PAKENHAM VICTORIA 3184
Category: Issuer Sponsored	Australia
Balance: 1,120,000,000	

 Holding statement: Date range: 17/07/2018 - 17/08/2018 [download](#)

Payment instructions [edit](#)

Dividend reinvestment plan:	No Participation
BSB:	060-111
Account number:	222222223
Account name:	Victoria Richards

Tax details [edit](#)

Country of tax residency:	Australia
Tax type:	Individual
Tax number 1 (TFN/ABN or other):	Not provided
Tax number 2 (TFN/ABN or other):	
Tax number 3 (TFN/ABN or other):	
Tax status:	Tax details not sufficiently quoted

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Generate holding statements

You can generate a holding statement for any period for any of your holdings.

On the home page, click on **holding statement**, select your date range and then click **download**.

The screenshot shows the 'Holdings' section of the Community Bank investor portal. At the top, the account name 'Victoria Richards' and 'Investor centre' are visible. The navigation menu includes 'Holdings', 'Communications', 'Votes', 'Statements', 'Transactions', and 'Investor forms'. The 'Holdings' section displays the account name 'MISS VICTORIA RICHARDS' and the date '14/09/2018'. A blue box indicates the 'Total value: AUD 1,680.00'. Below this is a table with columns for 'Security', 'Balance', 'Price', 'Value', '% of account', and 'Statement'. The table lists 'Community Bank Ordinary Shares A' with a balance of 1,120, a price of AUD 1.50, and a value of AUD 1,680.00. The '% of account' is 100.0. A pink box highlights the 'holding statement' link in the 'Statement' column. A footer contains copyright information and a 'Help' button.

Security	Balance	Price	Value	% of account	Statement
Community Bank Ordinary Shares A	1,120	AUD 1.50	AUD 1,680.00	100.0	holding statement edit details
Total			AUD 1,680.00	100.0	



Access to dividend distribution summaries

If you have been issued a dividend payment for one of your holdings, you will receive an email with your dividend statement.

You can also access your dividend statements from the dividend statements page at any time.

Community Bank Victoria Richards
Investor centre

Holdings Communications **Statements** Transactions Investor forms

Dividend payments

Payment date	Security	Gross amount	Tax amount	Net	Franking credit	
19/07/2018	Community Bank Ordinary Shares A	AUD 180.00	AUD 28.20	AUD 151.80	AUD 120.00	
02/07/2018	Community Bank Ordinary Shares A	AUD 600.00	AUD 0.00	AUD 600.00	AUD 60.00	
08/03/2018	Community Bank Ordinary Shares A	AUD 120.00	AUD 0.00	AUD 120.00	AUD 33.00	
05/03/2018	Community Bank Ordinary Shares A	AUD 582.00	AUD 96.44	AUD 485.56	AUD 60.00	

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For more instructions on how to use Registry Direct:

Visit help.registrydirect.com.au
or call AFS & Associates on 03 5443 0344



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