

COMPLETED FORM TO BE FAXED TO (03) 8677 9255 or EMAIL customer@capitalguardians.com

<p>Participant _____</p> <p>Start date for package: _____ DOB _____</p> <p>Email* _____</p> <p>Home Address _____</p> <p>City _____ State _____ Postcode _____</p> <p>Telephone/s _____</p>	<p>Plan Management Costs</p> <ul style="list-style-type: none"> • CB Choice & Control – 14033012783 – Financial Intermediary setup costs \$222.85 • CB Choice & Control – 14034012783 – Financial Intermediary monthly processing at \$100.18 per month X 12 months. <p>Costs dependent on the NDIS price guide, and will change accordingly.</p>
<p>Representative name _____</p> <p>Email* _____</p> <p>Address _____</p> <p>City _____ State _____ Postcode _____</p> <p>Phone _____</p>	<p>If the Service Agreement is made by a Participant's guardian, attorney, nominee or other representative (Representative), the Representative represents and warrants that it has full power and authority to enter into the Service Agreement on behalf of the Participant.</p> <p>Emails are required for online access to view statements.</p>

Capital Guardians

- agrees to manage the funding of Supports* under the Participant's Plan* that includes claiming payment from the NDIS and making payments to Providers;
- receive all invoices from vendors and ensures they are immediately represented in the account; and
- will communicate openly and honestly in a timely manner, treat the Participant with courtesy and respect, listen to the Participant's feedback and resolve problems quickly; and protect the Participant's privacy and confidential information.

Participant

- represents any claims entered into CG, and approved are entitled to be funded under the NDIS are true and correct and which have been provided in accordance with the NDIS Act, the NDIS Rules and all relevant Agency Guidelines;
- notify CG immediately if the Participant's Plan or the relevant Plan Management Request is suspended, amended or replaced;
- regularly check CG statements online and approve all invoice for payment weekly and immediately notify CG of any errors or unauthorised transactions; and
- acknowledges that sole responsibility for the goods or services (including quality, suitability, fitness, merchantability, correspondence with any description or sample and accuracy for any purpose) which are paid for using CG lies with the individual or entity who has provided Supports*.

★ Signed	Name (Please Print)	Relationship	Date

Individual / Representative

p: 03 9008 9992 (Vic), 02 9055 8777 (NSW & ACT), 07 2102 9700 (QLD & NT); 08 6117 6880 (SA & WA)
 fax (03) 8677 9255; e: customer@capitalguardians.com

* Defined under the NDIS Act