

ACC Online Organisation registration form

Use this form to register your Organisation for ACC Online.

If you require assistance completing this form please call ACC on freephone 0800 222 776.

Please Note: All steps on this application form are Mandatory.

Section 1 – Organisation details

Organisation trading name (as currently registered with ACC):			
Organisation legal name (if different):			
ACC number:*		IR number	
Physical address:			
	Post Code		
Postal address (if different):			
	Post Code		
Organisation email address:			
Organisation phone number:	Area Code	Number	Organisation fax number:
	0		Code
			Number
			0

* This is your ACC Account Number and is included on the top right of your invoices from ACC.

Section 2 – Organisation applicant

Please supply the details of the person who will be registering for ACC Online for your organisation. This person will be considered the owner of the account, and will be able to perform all ACC Online system actions. Ideally, the applicant would hold a position of authority within the company.

First name:			
Surname:			
Title/Position:			
Email address:			
Phone:	Area Code	Number	Mobile phone:
	0		Code
			Number
			0
Secret Phrase*:			

Please define how you would like to activate your account: ☐ by email ☐ by post

* The secret phrase will need to be recalled during the activation of your ACC Online account. Please ensure it is a phrase you can easily remember, but that is also difficult for others to guess. Please ensure you print the details carefully.

Continued overleaf ...

Section 3 – Organisation acceptance

This section should be read, accepted and signed by the Company Director of the organisation shown in section 1 of this form.

I declare that the information given in this form is true and correct, and that ACC is authorised to verify this information. I have approved the Organisation Applicant listed on this application.

I accept that ACC may decline any application, or revoke access from any system at any time. I have read understood and accepted ACC's conditions of use located at: <https://online.acc.co.nz/ConditionsOfUse.aspx>

Name:

Title:

Signed:

Date:

D	M	Y
<input type="text"/>	<input type="text"/>	<input type="text"/>

By signing this agreement the signatory agrees that they are authorised to act on behalf of the organisation.

Send the original completed form to: ACC Business Service Centre, P O Box 795, Wellington 6011

In the collection, use and storage of information ACC will at all times comply with the obligations of the Privacy Act 1993.