



# AUTOMATE

## YOUR DATA COLLECTION

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### YOUR UNIQUE EMAIL ADDRESS IS

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#### AUTOMATE YOUR DATA COLLECTION

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

- Go to <https://bankwest.coretrading.com.au>
- Log into your Investing Account
- Click on **My Account**
- Click on **My Profile** – This will bring up your contact details
- Under **Email Address**, click on **Edit**; add the unique email address for your contract notes to be delivered to.

**Note** – You are able to have multiple email addresses here

- Save all changes

#### YOUR BROKER

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