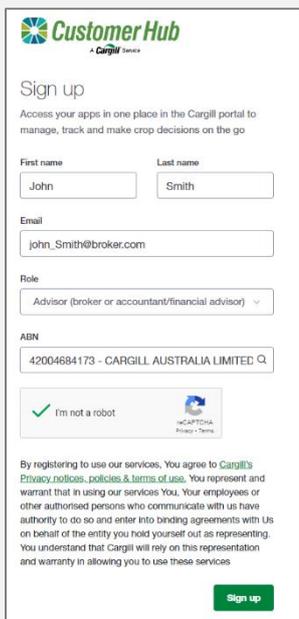


# Create an Advisor Account (Broker / Accountant)

Create a Customer Hub advisor account for your organisation to link and manage all your organisation users and clients in the one place. Simply sign up as a new user and follow the prompts to get your account set up. Sign up for an account here: [Customer Hub Registration Form](#)

## 1. Sign up for a user account



**Customer Hub**  
A Cargill Service

**Sign up**  
Access your apps in one place in the Cargill portal to manage, track and make crop decisions on the go

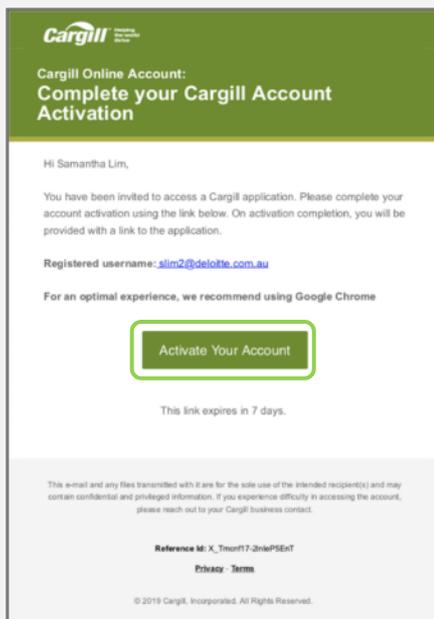
First name: John, Last name: Smith  
 Email: john\_smith@broker.com  
 Role: Advisor (broker or accountant/financial advisor)  
 ABN: 42004684173 - CARGILL AUSTRALIA LIMITED

I'm not a robot

By registering to use our services, you agree to Cargill's [Privacy notices, policies & terms of use](#). You represent and warrant that in using our services you, your employees or other authorised persons who communicate with us have authority to do so and enter into binding agreements with us on behalf of the entity you hold yourself out as representing. You understand that Cargill will rely on this representation and warranty in allowing you to use these services

**Sign up**

2. Complete the Sign-up form with your name, email, role type and your organisation's ABN.



**Cargill**  
Cargill Online Account:  
**Complete your Cargill Account Activation**

Hi Samantha Lim,

You have been invited to access a Cargill application. Please complete your account activation using the link below. On activation completion, you will be provided with a link to the application.

Registered username: [slim2@deloitte.com.au](mailto:slim2@deloitte.com.au)

For an optimal experience, we recommend using Google Chrome

**Activate Your Account**

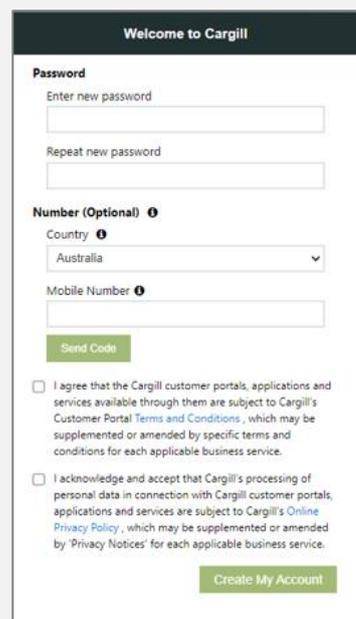
This link expires in 7 days.

This e-mail and any files transmitted with it are for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you experience difficulty in accessing the account, please reach out to your Cargill business contact.

Reference ID: X\_Trcm77\_ZhkaPSEtT  
 Privacy - Terms

© 2019 Cargill, Incorporated. All Rights Reserved.

1. You will receive an activation email to the email address supplied. Click 'Activate Your Account'



**Welcome to Cargill**

**Password**  
 Enter new password  
 Repeat new password

**Number (Optional)**  
 Country: Australia  
 Mobile Number

**Send Code**

I agree that the Cargill customer portals, applications and services available through them are subject to Cargill's [Customer Portal Terms and Conditions](#), which may be supplemented or amended by specific terms and conditions for each applicable business service.

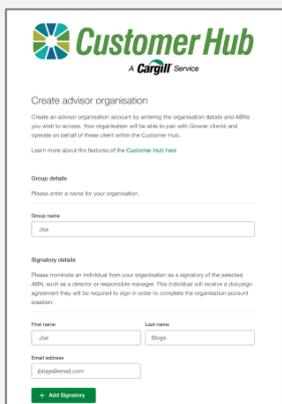
I acknowledge and accept that Cargill's processing of personal data in connection with Cargill customer portals, applications and services are subject to Cargill's [Online Privacy Policy](#), which may be supplemented or amended by 'Privacy Notices' for each applicable business service.

**Create My Account**

3. Set a password, add, and verify your mobile number, agree to the portal's Terms and Conditions of use and Privacy Policy, then click 'Create my Account'.

\*If your organisation has already been set up, you be requested to contact your admin to create your account. If not, the Create your advisor organisation form will be displayed:

## 2. Create your advisor organisation



**Customer Hub**  
A Cargill Service

**Create advisor organisation**  
Create an advisor organisation account by entering the registration details and ABNs you wish to access. Your organisation will be able to pair with Grower clients and operate on behalf of those client within the Customer Hub.

Learn more about the features of the Customer Hub here

**Group details**  
Please enter a name for your organisation.

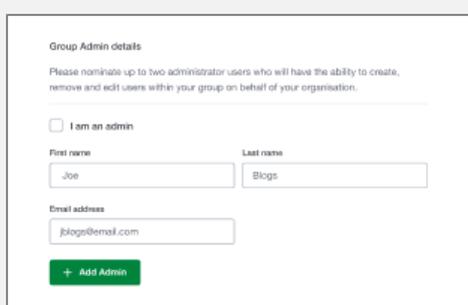
Group name: Joe

**Signatory details**  
Please nominate an individual from your organisation as a signatory of the selected ABNs, such as a director or responsible manager. This individual will receive a document agreement they will be required to sign in order to complete the organisation account creation.

First name: Joe, Last name: Blogs  
 Email address: jblogs@email.com

**Add Signatory**

1. Enter your Organisations name and nominate and provide details for your signatory. (A signatory is a director or responsible manager from your organisation).



**Group Admin details**

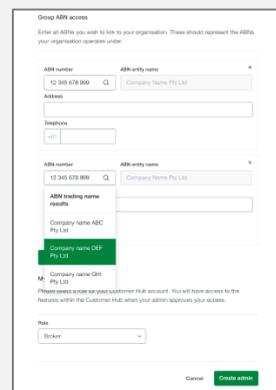
Please nominate up to two administrator users who will have the ability to create, remove and edit users within your group on behalf of your organisation.

I am an admin

First name: Joe, Last name: Blogs  
 Email address: jblogs@email.com

**+ Add Admin**

2. Nominate and provide details for your Admin Users. Admin users are responsible for creating and managing all your other organisation users.



**Group ABN access**  
Enter all ABNs you wish to link to your organisation. These should represent the ABNs your organisation operates under.

ABN number: 12 345 678 909, ABN entity name: Company Name Pty Ltd  
 Address: [blank]  
 Telephone: [blank]

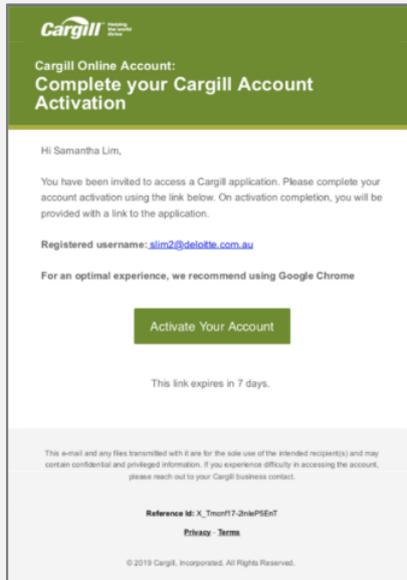
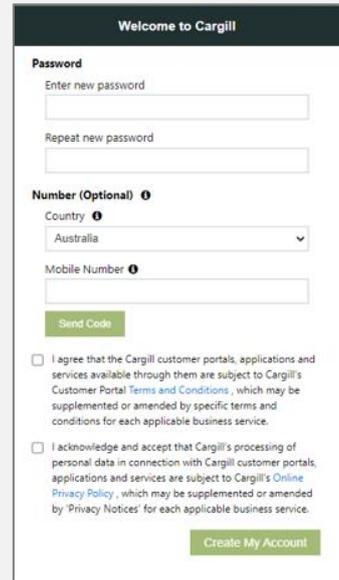
ABN number: 12 345 678 909, ABN entity name: Company Name Pty Ltd  
 ABN trading name: results  
 Company name: ABC Pty Ltd  
 Company name: DEF Pty Ltd  
 Company name: GHI Pty Ltd

**Create admin**

Role: Broker

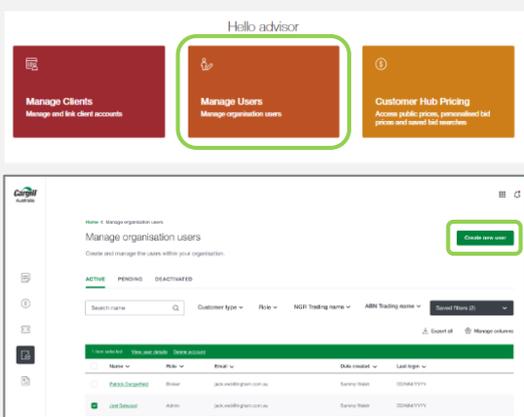
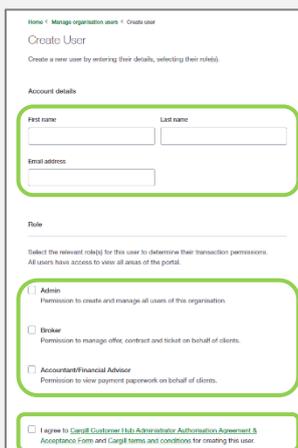
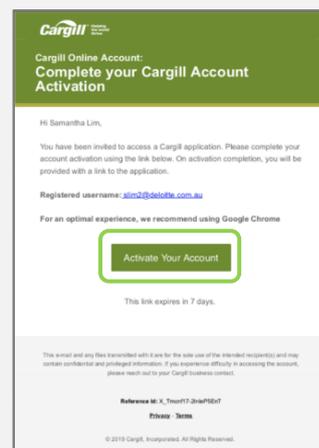
3. Provide details for all ABNs to be linked to your organisation and then click 'Create admin'.

## 3. Administration Authorisation & Agreement Acceptance

1. The nominated organisation signatory will receive a prefilled Admin authorisation form from DocuSign by email. This needs to be electronically signed and returned to complete your account set up and create your admin users.
2. The admin users will then receive an authorisation email and need to click the link in the email to activate their account.
3. Admin users will need to set a password, add, and verify their mobile number, agree to the portal's Terms and Conditions of use and Privacy Policy, then click 'Create my Account'.

## 4. Admin users create all other organisation users

1. Admin users need to sign into the Customer Hub and click the 'Manage Users' tile on the Homepage.
2. In Manage organisation users, click 'Create new user'.
3. Complete the 'Create user' form with:
  - Name and email address
  - Applicable role (Permissions)
  - Required ABN access
  - Agreeing to Cargill's terms of use
4. Organisation users will receive an activation email to complete their account set up by setting their password, agreeing to the terms of use and logging into the Customer Hub