Certification

Bank Australia

Certifier's details

Title

◯ Mr ◯ Mrs ◯ Ms ◯ Miss ◯ Dr

Surname

Given names

Occupation

Home address (OR business address–see below)

Postcode

Business address (PO Box not acceptable)

Postcode

Home phone

Business phone

Mobile phone

Email address (personal address only)

Category of certifier

Insert relevant number ☐ (see list overleaf)

Documents to be certified

1. Category of document ☐ insert relevant letter (see list overleaf)

Document details

Type of document

Person to whom it relates

2. Category of document ☐ insert relevant letter (see list overleaf)

Document details

Type of document

Person to whom it relates

Certifier statement

I have examined the original identification documents listed above, and I have endorsed each copy of the identification document in the following manner:

This is to certify that this is a true copy of the original which I have sighted.

Name

Date

/ /

Title

Registration number (if applicable):

Certified copies of the identification documents need to be returned to Bank Australia with this form.
It is an offence under the Anti-Money Laundering and Counter Terrorism Financing Act 2006 to give false and misleading information.

Signature

Date

/ /

Please be aware that we require a physical signature on this form, once completed print off and sign before sending.

Required documents

Under the *Anti-Money Laundering and Counter Terrorism Financing Act 2006* (Cth), Bank Australia must verify an individual's identity before it provides them with services and products. This means that when an individual applies to be a customer of Bank Australia, they must show Bank Australia:

- 1 document from the Category A list OR
- Both:
  (i) 1 document from the Category B list; and
  (ii) 1 document from the Category C list; OR
- Both:
  (i) 1 document from the Category D list; and
  (ii) 1 document from either the Category B or C list.

Category A documents

- A current driver's licence or permit issued by an Australian State or Territory that contains the person's photograph.
- A current passport issued by the Australian government (or one that has expired within last 2 years).
- A card issued by an Australian State or Territory for the purpose of proving the person's age, which contains a photograph of the person in whose name the document is issued.

Category B documents

- A birth certificate or birth extract issued by a State or Territory.
- A citizenship certificate issued by the Australian government.
- A pension card issued by Centrelink that entitles the person in whose name the card is issued, to financial benefits.
- An electoral enrolment card.
- A Medicare card, Department of Veteran's Affairs entitlement card, or any other current entitlement card issued by the Australian government.
- Loan documents held by Bank Australia.
- Records relating to a mortgage granted to the person by another financial institution other than Bank Australia.
- Land Title Office Records.

Category C documents

- A notice issued to an individual by the Australian government, a State or Territory within the last 12 months that contains the name of the individual and their residential address and records the provision of financial benefits to the individual.
- A notice of assessment issued to an individual by the Australian Taxation Office within the last 12 months that contains the name of the individual and their residential address.
- A notice that was issued to an individual by a local government body or utilities provider within the preceding three months that contains the name of the individual and their residential address and records the provision of services to that address or to that person.

Category D documents

- A current NSW photo Firearm, Security Industry or Commercial Agents and Private Inquiry Agents operator licence issued by the NSW Roads and Traffic Authority.
- A current photo identity card for a NSW Police Force Officer or Australian Defence Force Member.
- A current consular photo identity card issued by the Department of Foreign Affairs and Trade.
- Current foreign passport stamped with permanent residency status (with English translation as required.

Categories of certifiers

Acceptable Certifiers:

1. A Person who, under a law in force in a State or Territory, is currently licensed or registered to as a:
   - Chiropractor
   - Dentist
   - Legal practitioner
   - Medical practitioner
   - Nurse
   - Optometrist
   - Patent attorney
   - Pharmacist
   - Physiotherapist
   - Psychologist
   - Trades marks attorney
   - Veterinary surgeon.
2. A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner.
3. A person who is a:
   - Australian consular officer or an Australian diplomatic officer (within the meaning of the *Consular Fees Act 1955*)
   - Bailiff
   - Bank officer with 2 or more continuous years of service
   - Building society officer with 2 or more continuous years of service
   - Chief executive officer of a Commonwealth court
   - Clerk of a court
   - Commissioner of Affidavits
   - Commissioner of Declarations
   - Credit union officer with 2 or more years of continuous service
   - Employee of the Australian Trade Commission who is:
     - in a country or place outside Australia; and
     - authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
     - exercising his or her function in that place;
   - Employee of the Commonwealth who is:
     - in a country or place outside Australia; and
     - authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
     - exercising his or her function in that place;
   - Fellow of the National Tax Accountants' Association
   - Finance company officer with 2 or more years of continuous service
   - Holder of a statutory office not specified in another item in this part
   - Judge of a court
   - Justice of the Peace
   - Magistrate
   - Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
   - Master of a court
   - Member of Chartered Secretaries Australia
   - Member of Engineers Australia, other than at the grade of a student
   - Member of the Association of Taxation and Management Accountants
   - Member of the Australian Defence Force who is:
     - an officer; or
     - a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 2 or more years of continuous service; or
     - a warrant officer within the meaning of that Act
   - Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
   - Member of the Parliament of the Commonwealth, or the Parliament of a State, or a Territory legislature, or a local government authority of a State or Territory
   - Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
   - Notary public
   - Permanent employee of the Commonwealth or a Commonwealth authority, or permanent employee of a State or Territory or a State or Territory authority, or a local government authority with 2 or more years of continuous service who is not specified in another item in this Part

- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Senior employee of the Commonwealth or a Commonwealth authority, or a State or Territory or a State or Territory authority
- Sheriff or Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution
- Member of the Australasian Institute of Mining and Metallurgy.

4. An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more years of continuous service with one or more licensees.
5. Permanent Employee of Australia Post (2 years continuous service and employed in an office providing the public with postal services).