



## CUSTOMER IDENTIFICATION & APPLICATION FORM INDIVIDUALS AND SOLE TRADERS

### About this customer Identification form

This form has been designed to meet our obligations under the Anti-Money Laundering and Counter Terrorism Financing Act (2006) (AML Act) to identify our customers.

The AML Act regulates our transactions in a way that is designed to detect and prevent money laundering and terrorism financing. Under the AML Act, we are required to:

- verify your identity before providing services to you, and re-identify you if we consider it necessary
- where you supply documentation relating to your identity, keep a record of this documentation for seven years after the end of your relationship with us

The document details you provide as evidence of your identity will be checked with relevant government agency via the Document Verification Service and via VEDA Further information can be found via [www.veda.com.au](http://www.veda.com.au) and [www.dvs.gov.au](http://www.dvs.gov.au)

### Privacy

We are committed to protecting your privacy. By completing this form, you authorise us to collect your personal information. If you are completing this form as an agent for another person, you confirm that you have provided them with this privacy notification and that they have consented to us collecting their personal information.

We collect, use and disclose your personal information in accordance with our privacy policy, which includes details about how you may request access to and correct the information that we hold about you. Our policy also outlines our privacy complaints process. This policy is publicly available at our website or you can obtain a copy by contacting us.

### Checklist

You must complete the following steps to ensure your application is processed:

- complete ALL required sections in this customer identification form
- provide certified copies of document(s), as requested in this customer identification form
- sign declaration

Please note that we CANNOT process your application unless the information requested in this form has been provided.

### How to certify your documents

A certified copy means a document that has been certified as a true and correct copy of a document by a person in one of the occupations listed below, including all persons described in the Statutory Declarations Regulations 1993.

To create a certified copy, one of the persons listed below must write the following on the copy of the document.

'I, [full name], [category of persons as listed below], certify that this [name of document] is a true and correct copy of the original [signature and date]'

- A bank, building society, credit union or finance company officer with a minimum of 2 years continuous service
- A fellow of the National Tax Accountants' Association
- A judge of a court, Justice of the Peace or magistrate
- A legal practitioner
- A medical practitioner including dentist, nurse, optometrist, pharmacist, physiotherapist, psychologist or veterinary surgeon
- A permanent employee or agent of the Australian Postal Corporation with a minimum of 2 years continuous service
- A police officer
- A teacher employed on a full-time basis at a school or tertiary education institution
- An accountant who is a member of the Institute of Chartered Accountants in Australia, CPA Australia, the National Institute of Accountants or the Association of Taxation and Management Accountants
- An Australian Consulate or Diplomatic Officer
- An Australian Financial Services Licence holder or their authorised representative

Please complete this form in black ink. You are required to complete ALL fields in the relevant sections. If you are a joint investor, each individual investing must complete a separate copy of this form.

<b>Section 1: Individual and sole trader details</b>										
<b>Section 1.1: Personal details</b>										
First name(s)										
Last name										
Title	Mr	Mrs	Miss	Ms	Other		Date of birth			
Residential address (PO Box is NOT acceptable)										
Street										
Suburb						State		Postcode		
Country										
Email						Phone				

<b>Section 1.2: Sole trader details</b> (if applicable)										
Full business name (if any)										
ABN (if any)										
Registered place of business (if any) (PO Box is NOT acceptable)										
Street										
Suburb						State		Postcode		
Principal place of business (if different to registered) (PO Box is NOT acceptable)										
Street										
Suburb						State		Postcode		

**IMPORTANT: Please ensure that you have enclosed certified copies of your identity documents**

<b>Section 2: Application Declaration</b>					
<p>By completing and signing this declaration I/we declare that I/we understand the operation of Australian Bullion Company (NSW) Pty Ltd. I/we have read/been provided and accept the Terms and Conditions of Australian Bullion Company (NSW) Pty Ltd for the operation, establishment and use of an account and hereby apply for the establishment of an account. I/We warrant that the information provided by me/us in this application is true and complete.</p> <p>Pursuant to section 35A(2) of the AML/CTF Act I/we hereby provide express and informed consent that Australian Bullion Company (NSW) Pty Ltd can verify the identity against personal information held by the DVS and VEDA of all individuals on this identification and application form.</p>					
<input type="checkbox"/> By ticking this box, I consent to ABC Bullion (NSW) Pty Ltd to verifying all applicants personal information					
Name			Name		
Signature			Signature		

### Section 3: Individual or sole trader identification documents

Please provide a certified copy of an identification document from Part I. If you do not have a document from Part I, please provide the documents listed in Part II OR Part III.

If you are a joint investor, each investor will need to provide the relevant documents.

- **If you are applying directly** – You will need to provide a certified copy of the document(s) with your application.
- **If you are lodging this application through a financial advisor** – You may provide a certified copy with your application OR have your adviser sight an original or certified copy of your document(s)

#### Part I - Primary ID documents

Provide ONE of the following:

	Australian State/Territory driver's licence containing your photograph (must be current)
	Australian passport (current or a passport that has expired within the preceding two years is acceptable)
	Card issued under a State or Territory law for the purpose of proving a person's age containing your photograph (must be current)
	Foreign passport or similar travel document containing your photograph and signature (must be current)

OR

#### Part II - should only be completed if you could not supply a document from Part I

Provide ONE of the following:

	Australian birth certificate
	Australian citizenship certificate
	Concession card such as a pension, health care or seniors health card issued by the Department of Human Services (excludes Medicare cards)

AND provide ONE document from the following:

	A document issued by the commonwealth or a State or Territory within the preceding 12 months that records the provision of financial benefits to you and contains your name and residential address
	A document issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by you to the Commonwealth (or by the Commonwealth to the individual), which contains your name and residential address
	A document issued by a local government body or utilities provider within the preceding three months which records the provision of services to your address or to you (the document must contain your name and residential address)

OR

#### Part III - should only be completed if you could not supply document(s) from Part I OR Part II

Both documents from this section must be provided

	Foreign driver's licence that contains a photograph of you and your date of birth
	National ID card issued by a foreign government containing your photograph and your signature

Any documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator.