



Certified Copy Certificate – Customer Identification Documents

(To be used for Companies, Sole Traders, Trusts, Partnerships, Associations, Registered Cooperatives & Government Bodies)
For individuals, complete form P/C 2026.

Upon instruction from the Bank, this form may be used where the customer is not able to present their original identification documents to the Bank in person.

Part A: Customer Details.

Type of Customer (please tick ✓)

- Company Sole Trader Trust Partnership Association Registered Cooperative
 Government Body

Full name (Registered name if applicable)

Address (Registered address if applicable)

ACN/ABN/ARBN

Part B: Certifier Details.

Please complete Part B to enable the Bank to contact you if necessary to confirm any information provided on this form.

Full name

Occupation

Place of employment

Business phone number

Employment address

Category of certifier (see list on page 3)

Signature of Certifier

- I have examined the originals of all the documents which are set out in Part C of this form.
- The copy documents attached are true and correct copies of the original documents examined by me.

Part B: Certifier Details (continued).

Privacy Statement and Consent Request

Privacy Statement

All personal information and credit-related information we collect about you is collected, used and disclosed by us in accordance with our Privacy Statement which is available at westpac.com.au/privacy/privacy-statement or by calling us on 132 032. Our Privacy Statement also provides information about how you can access and correct your personal information, and make a complaint. You do not have to provide us with any personal information or credit information but, if you don't, we may not be able to process your application.

Marketing Communications

We will use your personal information to send you offers for products and services we believe may be of interest and value to you (including by email, SMS or other means) unless you have previously told us that you do not want to receive marketing offers from us. The products and services offered may be provided by us or one of our third-party partners. If you do not want to receive direct marketing offers from us, you can manage your marketing preferences in your online banking profile, let us know using the contact details in our [Privacy Statement](#) or follow the opt-out instructions in the message.

Signature



Date

/ /

Part C: Details of Document(s) Certified.

Please tick (✓) which document(s) are certified. Where more than one document is listed, only one document is required to be certified unless otherwise instructed by the Bank.

- Certify the first page of the document(s) with “This is a true copy of the original document” followed by the Certifier’s signature and the date. Initial any subsequent pages.
- If any document is written in a language other than English, it must be accompanied by an English translation prepared by an accredited translator.

Customer Type	Document	Certified
Company	ASIC certificate of registration	<input type="checkbox"/>
	Certificate of registration issued by the relevant foreign registration body	<input type="checkbox"/>
Sole Trader	Certificate of registration of business name	<input type="checkbox"/>
Trust	Trust Deed (or extract) where the names of the trust, trustees, beneficiaries, settlor(s) and execution page are evident	<input type="checkbox"/>
	Settlement Deed or other document that contains a declaration of trust where the names of the trust and/or settlor(s) are evident	<input type="checkbox"/>
Partnership	Partnership agreement (or extract) where the full name of the partnership is evident	<input type="checkbox"/>
	Certificate of registration of business name	<input type="checkbox"/>
Association	Constitution or rules of the association (or extract) where the full name and incorporation number (if applicable) of the association are evident	<input type="checkbox"/>
	ASIC certificate of registration or equivalent document form the relevant government body	<input type="checkbox"/>
Registered Cooperative	ASIC certificate of registration or equivalent document form the relevant government body	<input type="checkbox"/>
	Register maintained by the cooperative (or extract) where the full name and registration number of the cooperative are evident	<input type="checkbox"/>
Government Body	Documents issued by the relevant government office/department or commission	<input type="checkbox"/>
Other document – please specify.		<input type="checkbox"/>
	Note: The Bank reserves the right to reject any documents listed here	<input type="checkbox"/>

Checklist for Certifier (must be completed in full by the Certifier).

Please tick (✓)

- All parts of this form have been completed.
- You are a person within a specified class of accepted certifiers defined below in “Category of Certifiers”.
- All documents are certified as a true copy of the original document.
- The certified copies are attached to this form.

Note: It is an offence under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* to knowingly provide false or misleading information or knowingly produce a false or misleading document. **Penalty: Imprisonment for 10 years.**

Category of Certifiers (The following people can certify the customer’s identification documents).

Inside Australia

- A person who, under a law in force in a State or Territory, is currently licensed or registered to practise in one of the following occupations:
 - Chiropactor
 - Veterinary surgeon
 - Dentist
 - Trademarks attorney
 - Legal practitioner
 - Psychologist
 - Medical practitioner
 - Physiotherapist
 - Nurse
 - Optometrist
 - Patent attorney
 - Pharmacist
- 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 (however described)
- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or 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 years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 2 or more years of continuous service
- Employee of the Australian Trade and Investment Commission who is: in a country or place outside of Australia; and authorised under paragraph 3(d) of the *Consular Fees Act 1955*; and exercising his or her function at 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 elsewhere in this table
- Judge of a court, Magistrate or Master of a court
- Justice of the Peace
- An officer with, or a credit representative of, a holder of an Australian credit licence, having 2 or more years of continuous service with one or more licensees
- Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of 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 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 Institute of Public 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
- Notary public
- Permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of: the Commonwealth or a Commonwealth authority; or a State or Territory or a State or Territory authority; or a local government authority, with 2 or more years of continuous service and is a person not already specified elsewhere in this table
- 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 Service employee of: the Commonwealth or a Commonwealth authority; or a State or Territory or a State or Territory authority
- Sheriff/Sheriff officer
- Teacher employed on a full-time basis at a school or tertiary education institution
- Member of the Australasian Institute of Mining and Metallurgy

Category of Certifiers (The following people can certify the customer’s identification documents) (continued).

Outside Australia

- A legal practitioner who holds a current practicing certificate under a law in force in a State or Territory in Australia
- An officer of an Australian bank, building society or finance company branch or office located in a foreign jurisdiction with 2 or more years of continuous service
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
- Employee of the Australian Trade and Investment Commission who is:
 - in a country or place outside of Australia; and
 - authorised under paragraph 3(d) of the *Consular Fees Act 1955*; and
 - exercising his or her function at that place
- Employee of the Commonwealth who is:
 - in a country or place outside Australia; and
 - authorised under paragraph 3(c) of the *Consular Fees Act 1955*; and
 - exercising his or her function in that place
- Judge of a court or Magistrate
- Registrar, or Deputy Registrar, of a court
- A person authorised as a notary public in a foreign jurisdiction
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants
- A person who is authorised by law in the relevant jurisdiction to administer oaths or affirmations or to authenticate documents.

Bank use only.

Bank officer’s name

Salary number

Branch/Department

BSB

Customer IDV Number

Signature

Date