

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)

Suburb	State	Postcode	Country
--------	-------	----------	---------

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

Suburb	State	Postcode	Country
--------	-------	----------	---------

Category of certifier (see list on page 2 – insert relevant number)

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.

Privacy Statement: The Bank is collecting your personal information in order to assist in the identification of the Customer named in Part A.

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	Certificate of incorporation or registration in Australia; or equivalent document issued by the relevant foreign registration body	<input type="checkbox"/>
Sole Trader	Certificate of registration of business name	<input type="checkbox"/>
Trust	Extract(s) of the trust deed where the names of the trust, trustees and beneficiaries 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 or minutes of a meeting of the association or relevant extract where the full name and incorporation number (if applicable) of the association are evident.	<input type="checkbox"/>
	Certificate of incorporation in Australia; or equivalent document issued by the relevant foreign registration body	<input type="checkbox"/>
Registered Cooperative	Register maintained by the cooperative or minutes of a meeting of the cooperative or relevant extract where the full name and registration number of the cooperative are evident.	<input type="checkbox"/>
	Certificate of registration in Australia; or equivalent document issued by the relevant foreign registration body	<input type="checkbox"/>
Government Body	Document issued by the relevant government office/department or commission	<input type="checkbox"/>
Other documents – please specify. <i>Note: The Bank reserves the right to reject any document listed here.</i>		<input type="checkbox"/>
		<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

(Note: Overseas customers can ONLY use category 11 or 16 below)

- | | |
|--|--|
| <ul style="list-style-type: none"> 1. 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) 2. A judge of a court 3. A magistrate 4. A chief executive officer of a Commonwealth court 5. A registrar or deputy registrar of a court 6. A Justice of the Peace 7. A notary public (for the purposes of the Statutory Declaration Regulations 1993) 8. A police officer 9. An agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public 10. A 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 | <ul style="list-style-type: none"> 11. An Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955) 12. An officer with 2 or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993) 13. A finance company officer with 2 or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993) 14. An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees 15. A member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership 16. An international bank employee authorised by their institution to open accounts, where the international bank is acceptable to the Bank |
|--|--|

Bank use only

Bank officer's name	Salary number
<input type="text"/>	<input type="text"/>

Branch/Department	BSB	Customer IDV Number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Signature	Date
<input type="text"/>	<input type="text" value=" / /"/>