

# STATUTORY DECLARATION

New South Wales – *Oaths Act 1900* – Eighth Schedule

I, \_\_\_\_\_ born \_\_\_\_\_  
*(Full Name)* *(DOB of declarant)*

of \_\_\_\_\_,  
*(Address)*

**In the State of New South Wales I do solemnly and sincerely declare that:**

I have known, \_\_\_\_\_  
*(Full name of person being identified)*

not as a relative but in the capacity of, \_\_\_\_\_  
*(Nature of relationship with person being identified)*

for \_\_\_\_\_ years. My current occupation is \_\_\_\_\_,  
*(Number of years known)* *(Occupation of declarant)*

I am not a party to the Conveyancing Transaction being undertaken and to my knowledge, information and belief

\_\_\_\_\_  
*(Name of person being identified)*

**is the person they purport to be and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the *Oaths Act 1900*.**

\_\_\_\_\_  
*(Signature of declarant)*

\_\_\_\_\_  
*(Full Name of declarant)*

Declared and subscribed at \_\_\_\_\_ in the State of New South Wales

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

in the presence of an authorised witness, who states:

I, \_\_\_\_\_ a, \_\_\_\_\_  
*(Name of authorised witness)* *(Qualification of authorised witness)*

certify the following matters concerning the making of this statutory declaration by the person who made it:  
(\*please cross out any text that does not apply)

1. \*I saw the face of the person **OR** \*I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
2. \*I have known the person for at least 12 months **OR** \*I have not known the person for at least 12 months, but I have confirmed the person's identity using an identification document and the document I relied on was

\_\_\_\_\_ (describe identification document relied on)

\_\_\_\_\_  
*(Signature of authorised witness)*

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
*(Date)*

**Identifier Declaration – New South Wales**

Where a photographic identity document cannot be produced, an Identifier Declaration may be used if the verifier or their agent is reasonably satisfied that photographic identity documents cannot be produced.

The Person Being Identified and the Identity Declarant are to attend the same face-to-face in-person interview with the Verifier (or their agent).

The Verifier (or their agent) is to verify the identity of the Identity Declarant using at least one Photographic Identity document, and a separate Verification of Identity Certificate.

The Verifier or their agent is to undertake reasonable enquiries to satisfy themselves that the Identity Declarant is:

- a. an Adult; and
- b. an individual who has known the Person Being Identified for more than 12 months; and
- c. not a Relative of the Person Being Identified; and
- d. not a party to the Conveyancing Transaction the Person Being Identified has or is entering into; and
- e. where Section 4 on the Verification of Identity Certificate is used, the Identity Declarant must be a Bank Manager, Community Leader, Court Officer, Medical Doctor, Land Council Officeholder, Local Government Officeholder, Nurse, Public Servant, Australian Legal Practitioner, Licensed Conveyancer or Police Officer.

**Witness Requirements**

This Declaration must be signed before an authorised witness. Authorised witnesses in New South Wales are:

- justice of the peace (JP)
- notary public
- commissioner of the court for taking affidavits
- solicitor (with a current practising certificate issued under Part 2.4 Division 3 of the Legal Profession Act 2004)
- other person by law authorised to administer an oath.

Any alteration made to this Declaration must be initialled by both the applicant and the witness.