

# STATUTORY DECLARATION

I \_\_\_\_\_  
(Full Name)

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

\_\_\_\_\_ do solemnly and sincerely declare that:  
(Occupation)

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 – see accepted list)

I am not a party to the Conveyancing Transaction being undertaken and to my knowledge, information and belief  
\_\_\_\_\_  
(Name of person being identified)

**I acknowledge that this declaration is true and correct and I make it in the belief that a person making a false declaration is liable to the penalties of perjury.**

Declared at \_\_\_\_\_ in the State of Victoria

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_  
(Signature of person making this declaration to be signed in front of an authorised witness)

**Before me:** \_\_\_\_\_  
(Signature of authorised witness)

(The witness must print their name, address and their authority under section 107A of the *Evidence (Miscellaneous Provisions) Act 1958* to witness a statutory declaration)

### **Identifier Declaration – Victoria**

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, Doctor, Land Council Officeholder, Local Government Officeholder, Nurse, Public Servant, Australian Legal Practitioner, Licensed Conveyancer or Police Officer.

### **Who can witness a statutory declaration in Victoria?**

Under the *Evidence Act 1958*, any of the following people may witness the signing of a statutory declaration in Victoria:

- a justice of the peace or a bail justice
- a public notary
- an Australian lawyer (within the meaning of the *Legal Profession Act 2004*)
- a clerk to an Australian lawyer
- the prothonotary or a deputy prothonotary of the Supreme Court, the registrar or the deputy registrar of the County Court, the principal registrar of the Magistrates' Court or the registrar or the deputy registrar of the Magistrates' Court
- the registrar of probates and the assistant registrar of probates
- the associate to a judge of the Supreme Court or of the County Court
- the secretary of a master of the Supreme Court or of the County Court
- a person registered as a patent attorney under Chapter 20 of the *Patents Act 1990* of the Commonwealth
- a member of the police force
- the sheriff or deputy sheriff
- a member or a former member of either House of the Parliament of Victoria
- a member or a former member of either House of the Parliament of the Commonwealth
- a councillor of a municipality
- a senior officer of a council as defined in the *Local Government Act 1989*
- a registered medical practitioner within the meaning of the *Medical Practice Act 1994*
- a registered dentist within the meaning of the *Dental Practice Act 1999*
- a veterinary practitioner
- a pharmacist
- a principal in the (State) teaching service
- the manager of a bank
- a member of the Institute of Chartered Accountants in Australia or CPA or the National Institute of Accountants
- the secretary of a building society
- a minister of religion authorised to celebrate marriages (not a civil celebrant)
- a person employed under Part 3 of the *Public Administration Act 2004* with a classification that is prescribed as a classification for statutory declarations, or who holds office in a statutory authority with such a classification
- a fellow of the Institute of Legal Executives (Victoria).