

WIB Certified Copy Certificate – Individuals – *Identification Documents*

(To be used for Individuals residing overseas)

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

Part A Details of Individual

Full name (given name(s) including middle name(s) and family name) of individual	Date of birth
<input type="text"/>	<input type="text" value="/ /"/>

Other names known by (if any)

Permanent residential address

Street			
Suburb/Town/City	State	Postcode	Country

Occupation

Privacy Statement: The Bank is collecting your personal information to satisfy the Bank’s identification requirements under the Anti-Money Laundering & Counter-Terrorism Financing Act and Rules. If you do not provide all the information requested, the Bank may not be able to provide any product or service to you or the customer of which you are a signatory or representative. The Bank will use and disclose your personal information to other members of the Westpac Group, anyone the Bank engages to do something on its behalf, and other organisations that assist the Bank with its business which may include organisations located outside of Australia and to government agencies and regulators, in some cases offshore. Details are in the Bank’s privacy policy. The Bank’s privacy policy, available at westpac.com.au or by calling 132 032 (or from overseas +61 2 9293 9270), contains information on how the Bank handles your personal information, how you can access the personal information the Bank holds about you and seek its correction, how you may complain about a breach of the Australian Privacy Principles and how the Bank will deal with your complaint.

Westpac Group means Westpac Banking Corporation and its related bodies corporate.

NOTE: It is an offence under the Anti-Money 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.**

Signature of individual (to be signed in the presence of the certifier)

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 of Certifier	Occupation
<input type="text"/>	<input type="text"/>

Name of Certifier’s employer	Business phone number
<input type="text"/>	<input type="text" value="()"/>

Certifier’s employment address

Street			
Suburb/Town/City	State	Postcode	Country

Category of certifier (see list on page 3 – insert relevant number)

Where the name on the identification documents differs from the name used by the individual, provide an explanation given by the individual or sight and record documentation which identifies the individual in their former name e.g. marriage certificate or deed poll.

Declaration 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.
- The individual signed this form in my presence.

Privacy Statement: The Bank is collecting your personal information in order to assist the Bank in the identification of the individual named in Part A under the Anti-Money Laundering and Counter-Terrorism Financing Act and Rules. If you do not provide all the information requested, the Bank may not be able to provide any product or service to the individual named in Part A or to the customer that the individual named in Part A will be a signatory or representative. The Bank will use and disclose your personal information to other members of the Westpac Group, anyone the Bank engages to do something on its behalf, and other organisations that assist the Bank with its business which may include organisations located outside of Australia and to government agencies and regulators, in some cases offshore. Details are in the Bank’s privacy policy. The Bank’s privacy policy, available at westpac.com.au or by calling 132 032 (or from overseas +61 2 9293 9270), contains information on how the Bank handles your personal information, how you can access the personal

information the Bank holds about you and seek its correction, how you may complain about a breach of the Australian Privacy Principles and how the Bank will deal with your complaint.

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Signature of Certifier

Date

X

/ /

Part C Details of Documents Certified

- Either **ONE primary photographic identification document** or **ONE primary non-photographic identification document AND ONE secondary identification document** are to be certified
- The combination of identification documents certified must contain the **individual's full name and date of birth**.
- **Certify the first page of the document(s)** with "This is a true and correct copy of the original document" followed by the Certifier's signature and the date.
- All documents **must be current unless specified otherwise**.
- If any document is written in a language other than English, it must be accompanied by an English translation prepared by an accredited translator.

Primary identification documents – please tick (✓) which document(s) are certified.

Document	Certified
Foreign Documents	
• Foreign passport issued by a foreign government, the United Nations or an agency of the United Nations (must not be cancelled, defaced or mutilated)*	<input type="checkbox"/>
• Foreign travel document issued by a foreign government, the United Nations or an agency of the United Nations*	<input type="checkbox"/>
• Foreign driver's licence which contains a photograph**	<input type="checkbox"/>
• National identity card issued by a foreign government, the United Nations or an agency of the United Nations **	<input type="checkbox"/>
Australian Documents	
• Australian passport (can either be current or expired within the last 2 years but must not be cancelled, defaced or mutilated)*	<input type="checkbox"/>
• Australian licence/permit (can either be a driver's licence, learner's permit)*	<input type="checkbox"/>
• Proof of age card issued by a State or Territory (or equivalent)*	<input type="checkbox"/>

Primary Non-photographic identification documents – please tick (✓) which document(s) are certified.

Document	Certified
Foreign Documents	
• Full Foreign birth certificate issued by a foreign government, the United Nations or an agency of the United Nations	<input type="checkbox"/>
• Citizenship certificate issued by a foreign government	<input type="checkbox"/>
Australian Documents	
• Full Australian birth certificate (or extract) issued by State/Territory Registry of Births, Deaths and Marriages	<input type="checkbox"/>
• Australian citizenship certificate	<input type="checkbox"/>
• Centrelink pension card (Australian)	<input type="checkbox"/>

Secondary identification documents – please tick (✓) which document(s) are certified.

Document	Certified
Foreign Documents	
• Foreign driver's licence which does not contain a photograph	<input type="checkbox"/>
• Utilities notice issued by a local government or utilities provider within the last 3 months and includes the individual's name and residential address	<input type="checkbox"/>
• A current tenancy/lease agreement (must not be cancelled or expired)	<input type="checkbox"/>
Australian Documents	
• A financial benefits notice issued by the Commonwealth or a State/Territory within the last 12 months and includes the individual's name and residential address (e.g. a notice from Centrelink)	<input type="checkbox"/>
• Australian Taxation Office (ATO) notice issued within the last 12 months and includes the individual's name and residential address	<input type="checkbox"/>
• Utilities notice issued by a local government or utilities provider within the last 3 months and includes the individual's name and residential address	<input type="checkbox"/>
• Department of Veterans' Affairs pension concession card (Australian)	<input type="checkbox"/>
• A current tenancy/lease agreement (must not be cancelled or expired)	<input type="checkbox"/>
• Medicare card	<input type="checkbox"/>
• Australian Marriage certificate issued by State/Territory Registry of Births, Deaths and Marriages	<input type="checkbox"/>
• Identification card issued to a student at an Australian higher education institution (TAFE or University)**	<input type="checkbox"/>
• A current card issued under a Commonwealth, State, or Territory law for the purpose of identification, for a government service, or as a licence	<input type="checkbox"/>

*must contain photograph and signature

**must contain photograph and/or signature

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 contain on the first page, a written statement, signed and dated by you, stating that "this is a true and correct copy of the original document".
- All identification documents are written in English or an English translation prepared by an accredited translator is attached.
- Either ONE primary photographic identification document or ONE primary non-photographic identification document AND ONE secondary identification document are certified
- The combination of identification documents certified contains the individual's full name and date of birth.
- This form was signed by the individual in your presence.
- The certified copies containing the Certifier's original signature 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 persons are approved by the Bank to certify identification documents:

- Any person specified in category 11
 - Any person specified in category 12 or 13 where the international bank/finance company is acceptable to Westpac (Refer to your banking representative for information on acceptable international banks/finance companies)
 - Any of the persons specified in category 1 to 17 where the person holds these positions within Australia
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
 11. An Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955)
 12. A bank or building society officer with 2 or more continuous years of service
 13. A finance company officer with 2 or more continuous years of service
 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. A Commissioner for Declarations
 17. A Commissioner for Affidavits

Bank Use Only

Bank officer's name

Salary number

Branch/Department

BSB

Customer IDV number

Signature

Date