

Identification and Verification Reference



This form may be lodged with Uniting Financial Services or posted to:

Uniting Financial Services
REPLY PAID 2178
SYDNEY SOUTH NSW 1234



Helpful hints for completing this application:

- This form must be completed for all new applicants and signatories (including attorneys appointed under a Power of Attorney by an applicant), and must be signed by an 'authorised certifier' in step 3. Additional applicants must each complete a separate copy of this form.
- In order for the identification document certification to be accepted, the certifier must sight the original document and also certify the copy as being a true and correct image of the original. If there are multiple pages to the document, each page must be certified and signed by the certifier. The certifier of the identification document(s) must also complete their details in Step 3 of this form. The applicant must then attach the certified copies to this document and provide them to Uniting Financial Services (via mail or in person).

Facsimile or emailed copies are not acceptable.

Please provide any of:

OPTION 1

AT LEAST ONE Primary Identification Document (photo identification)

OR

OPTION 2

TWO Primary Identification Documents (non-photo)

OR

OPTION 3

ONE Primary Identification Document (non-photo) PLUS ONE Secondary Identification Document (non-photo).

Primary Identification Document – Photo Identification

Please provide CERTIFIED COPIES of AT LEAST ONE of the following forms of photo identification:

- Driver's licence - front and back to be provided showing current address
- Passport
- Proof of Age/Photo card (Government issued)

By providing certified copies of any of the above, no further documentation is required.

Primary Identification Document – Non-photo Identification

Please provide CERTIFIED COPIES of the following forms of non-photo identification:

- Citizenship certificate
- Birth certificate (if international, please provide a certified English translated copy)
- Pension card

By providing TWO certified copies of any of the above, no further documentation is required. Alternatively, provide ONE certified copy of any of the above PLUS ONE certified copy of a Secondary Identification Document.

Secondary Identification Document

Please provide ONE CERTIFIED COPY of any Primary Identification Document – non-photo identification plus ONE CERTIFIED COPY of any of the following forms of non-photo identification:

- Marriage certificate
- Utilities notice
- Council rates notice
- Bank/credit card statement
- Letter from school Principal (for minors)



Need help or have a question?

Call us on **1300 133 673**

Visit us at unitingfinancial.com.au

Email us at contactus@unitingfinancial.com.au

INDIVIDUAL DETAILS ON NEXT PAGE ▶

Please use **BLOCK LETTERS** in **BLACK OR BLUE PEN ONLY** and tick required choices

STEP 1 PART A – INDIVIDUAL DETAILS

Title	Given names	Surname	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Occupation	Gender	Date of birth	
<input type="text"/>	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	<input type="text"/> / <input type="text"/> / <input type="text"/>	
Nationality	Do you have multiple citizenships? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="text"/>	Citizenship 2 <input type="text"/>		
	Citizenship 3 <input type="text"/>		
Are you a resident of Australia for tax purposes?			
<input type="checkbox"/> Yes <input type="checkbox"/> No Specify country of residence for tax purposes: <input type="text"/>			
Residential address	Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal address (if different from above)	Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone	Mobile	Fax	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Email			
<input type="text"/>			

STEP 1 PART B – POLITICALLY EXPOSED PERSON*

Are you or any immediate family members (e.g. parent, step-parent, child, step-child, adopted child, spouse, sibling, step-sibling or adopted sibling) or close associates (individuals who are closely connected either socially or professionally) a Politically Exposed Person (PEP)?

Yes (Please specify position e.g. Politician/Diplomat) No (If "No" please go to Step 2)

By signing this form you confirm that you have, or you will, inform any member of your family referred to above of the information about him or her provided by you in this application form.



* A **Politically Exposed Person (PEP)** is someone who is entrusted with and/or performs prominent public functions, for example:

- Heads of state or government, senior politicians, cabinet ministers;
- Influential functionaries in nationalised industries and government administration;
- Senior judges;
- Senior political party functionaries;
- Senior and/or influential officials, functionaries and military leaders and people with similar functions in international or supranational organisations;
- Members of ruling royal families;
- Senior and/or influential representatives of religious organisations (e.g. If these functions are connected with political, judicial, military or administrative responsibilities).

To be signed in the presence of the authorised certifier.

SIGN HERE

Print full name

Date / /

AUTHORISATION OF APPLICANT ON NEXT PAGE ▶

STEP 2 – AUTHORISATION OF APPLICANT

PRIVACY

We are collecting your personal information to identify you in accordance with the Anti-Money Laundering and Counter Terrorism Funding Act 2006. For more information about how we collect and handle personal information, including how you can access, or seek correction of, your information or contact us with any feedback, you can view and obtain our Privacy Policy from our website: www.unitingfinancial.com.au

COLLECTION, USE AND DISCLOSURE OF PERSONAL INFORMATION

Information is collected from you to administer and manage your investments and if some or all the information is not collected then it may not be possible to administer your investment. We may use your personal information to provide you with information and marketing material about other products and services provided by Uniting Financial Services. We do not provide your information to any other organisation without your consent, other than those organisations that provide administrative or other services as part of the operation of our business.

MARKETING OPTIONS

From time to time, we may contact you to notify you about, or seek feedback on, our products and services. If you don't want us to contact you, or to receive communication items, simply tick here:

No thanks

SIGNATURE OF APPLICANT/SIGNATORY

- You consent to the collection, use and disclosure of personal information as detailed in the Privacy Policy, Financial Services Guide, Product Disclosure Statement and the Product Information Brochure.
- You understand and acknowledge that the law requires you to provide true and correct information and state all names by which you are commonly known.
- You understand that the law prohibits the use of false names and the giving, use or production of false or misleading information or documents in connection with the provision of financial services and making, possession or use of a false document in connection with an identification procedure.
- You have obtained consent of any individual(s) whose personal information is provided in the application and they have authorised the collection, use or exchange of their information in accordance with Privacy Policy.
- You certify that you are authorised by, and have the consent of the organisation and all beneficial owners to provide information on their behalf and they have confirmed to you that the information provided about them is true and correct. You confirm you have made them aware that this information and information relating to the account may be provided to the tax authorities.
- You undertake to provide Uniting Financial Services with such additional information or documentation as Uniting Financial Services may request at any future time to ensure compliance with the Anti-Money Laundering and Counter-Terrorism Financing Act 2006.

To be signed in the presence of the authorised certifier.

SIGN HERE

Print full name

Date / /

AUTHORISED CERTIFIER DETAILS ON NEXT PAGE ▶

STEP 3 – DETAILS OF AUTHORISED CERTIFIER

LIST OF AUTHORISED CERTIFIERS - MUST BE COMPLETED BY AN INDIVIDUAL CURRENTLY SERVING AS:

- Justice of the Peace;
- 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;
- Judge of a court;
- Magistrate;
- Chief Executive Officer of a Commonwealth Court;
- Registrar or Deputy Registrar of a court;
- Notary Public (for the purposes of the Statutory Declaration Regulations (1993));
- Police officer;
- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public;
- Permanent employee of the Australian Postal Corporation with two or more years continuous service who is employed in an office supplying postal services to the public;
- Australian consular officer or an Australian diplomatic officer;
- Officer with two or more continuous years of service with one or more financial institutions;
- Finance company officer with two or more continuous years of service with one or more finance companies;
- Officer with, or authorised representative of, a holder of an Australian Financial Services Licence, having two or more continuous years of service with one or more licences; and
- Member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with two or more years of continuous membership.



ALL supporting documents attached to this application must:

- Include the applicant's name;
- Be written in English; and
- Be certified as a true and correct copy of the original by the authorised certifier.

If you are unable to provide identification documentation to satisfy these requirements, please contact one of our Uniting Financial Services team members on **1300 133 673**.

Title	Given names	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Residential address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone	Category/occupation of authorised certifier	
<input type="text"/>	<input type="text"/>	

To be signed by the authorised certifier

SIGN HERE

Print full name

Date / /



APPLICATION CHECKLIST

- Have you signed Step 2 – Authorisation?
- Has the authorised certifier completed their details in Step 3?
- Has the authorised certifier signed each copy/ies of identification documents?
- Have you attached your certified identification documents to this form?
- Have you provided copies of the front and back of your driver's license?

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