

# Investor Identification and Verification Instructions

To enable us to comply with the Australian Anti-Money Laundering and Counter-Terrorism Financing Laws and other regulatory requirements you will need to provide us with some identification documents as outlined below:

Investor Type	Primary Identity Documents	Select one
<b>Individuals</b> Directors, Partners, Trustees	Driver's licence or permit under a State/Territory government or an equivalent authority of a foreign country	
	Australian passport (that is current or expired within the last two years)	
	Foreign passport or other travel document that has a photograph and signature of the individual	
	Proof of age card issued by a State/Territory government	
	National identity card issued by a foreign government that has a photograph and signature of the individual	
<b>Trust / Partnership</b> SMSF Bare Trust	Certified Trust Deed Extract (cover page, signing page and first two pages)	
	Certified Partnership Agreement Extract (cover page, signing page and first two pages)	
	Certificate issued by ASIC or other regulator	
<b>Company</b> Domestic or Foreign	Certificate of Registration – ASIC	
	Licence or other records from AUST regulator	
	ASIC company (or other entity) full company search or most recent annual statement	
	Registration or Licence from FOREIGN regulator	
<b>Association/Registered Co-ops</b> Incorporated Unincorporated	Certified Constitution or Rules	
	A Certificate issued by ASIC or other regulator	
	A certified copy of Minutes of meeting	
If investing for a minor or represented person, please also provide a birth certificate or extract issued by a state or territory		

Please DO NOT send original documents. Send only certified copies of original documents as documents will not be returned. Documents cannot be sent to us by fax or email.

## How to certify your documents

On the first page of the copy of the original document, the acceptable independent certifier must complete in writing the following information:

I **<insert name>** of, **<insert address>**, **<insert occupation>**, certify on this **<insert day>** day of **<insert month and year>** that this document is a complete and accurate copy of the original document sighted by me.  
Signed **<insert signature>** **<insert contact number>**

The date on the certification should be no longer than 12 months when it is received by us.

## Who can certify your documents

A number of persons can certify a document under Anti-Money Laundering and Counter-Terrorism Financing Laws, including any of the following persons:

- A legal practitioner who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia
- A judge or master of a court
- A magistrate
- A registrar or deputy registrar of a court
- A clerk of a court
- A Justice of the Peace
- A notary public
- A police officer
- A sheriff or sheriff's officer
- A Member of an Australian parliament or legislature
- An agent of the Australian Postal Corporation who is in charge of supplying postal services to the public
- An Australian Consular Officer or an Australian Diplomatic Officer (within the meaning of the Consular Fees Act)
- A bank officer, credit union officer or building society officer with two or more continuous years of service
- A finance company officer with two or more continuous years of service
- An officer with, or authorised representative of, a holder of an Australian financial services licence, having two or more continuous years of service with one of more licences
- An officer with, or authorised representative of, a holder of an Australian credit licence, having two or more continuous years of service with one of more licences
- A member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- A member of the Association of Taxation and Management Accountants
- A fellow of the National Tax Accountants' Association
- A teacher employed on a full-time basis at a school or tertiary education institution
- Any other person as permitted by the anti-money laundering and counter-terrorism financing laws