

# Macquarie Individual and Sole Traders identification form

Macquarie Bank Limited ABN 46 008 583 542 AFSL and Australian Credit Licence 237502

- **Section 1 and 2 are mandatory.**
- Your identity may be verified electronically or through document-based verification. For electronic verification refer to **Section 3** and for document-based verification refer to **Section 4 and 5.**
- Complete all applicable sections of this form in **BLOCK LETTERS.**
- Each individual who is a signatory on your account(s) must complete their own form.

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### Individual identification procedure

#### 1.1 Personal details

Title:

First and middle name(s):

Surname:

Other names known by:

Date of birth:  /  /  Occupation:

#### Source of net wealth (select one option only as the predominant source)

Business operations
  Savings from employment
  Superannuation
  Investments  
 Inheritance/gift
  Sale of a property or asset
  Legal settlement
  Foreign income

#### Residential address (PO Box is NOT acceptable)

Street name and number:

Suburb:  State:  Postcode:

Country:

Are you a sole trader?  Yes ► **go to section 1.2**  No ► **go to section 2**

#### 1.2 Sole trader details

Full business name:

ABN (if any):

#### Principal place of business (if any) (PO Box is NOT acceptable)

Street name and number:

Suburb:  State:  Postcode:

Country:

Business activity:

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## Tax information

Tax Residency rules differ by country. Whether an individual is tax resident of a particular country is often (but not always) based on the amount of time a person spends in a country, the location of a person's residence or place of work. For the US, tax residency can be as a result of citizenship or residency.

Please answer **both** tax residency questions:

**Are you an Australian resident for tax purposes?**  Yes  No

**Are you a tax resident of another country?**

Please note, if you have provided foreign identification documents from Part III above, and have indicated that you are not a foreign tax resident of another country, you may be required to provide additional documentation.

No ► **go to section 3**

Yes. If the individual is a tax resident of a country other than Australia, please provide their tax identification number (TIN) or equivalent below. If they are a tax resident of more than one other country, please list all relevant countries below.

*A TIN is the number assigned by each country for the purposes of administering tax laws. This is the equivalent of a Tax File Number in Australia or a Social Security Number in the US. If a TIN is not provided, please list one of the three reasons specified (A, B or C) for not providing a TIN.*

*Please note a US TIN must be provided if you are a US Specified Person. This is a mandatory requirement and a TIN exemption reason will no longer be accepted. The account cannot be opened without a US TIN.*

Country 1	Country 2	Country 3
Country <input type="text"/>	Country <input type="text"/>	Country <input type="text"/>
TIN (if no TIN, list reason A, B or C) <input type="text"/>	TIN (if no TIN, list reason A, B or C) <input type="text"/>	TIN (if no TIN, list reason A, B or C) <input type="text"/>

**Reason A:** The country of tax residency does not issue TINs to tax residents

**Reason B:** The individual has not been issued with a TIN

**Reason C:** The country of tax residency does not require the TIN to be disclosed

Please cross this box if there are more countries, provide details on a separate sheet.

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## Electronic verification of identity and consent

We can verify your identity electronically using government sources and information held by credit reporting agencies such as Equifax. To learn more, go to <https://www.macquarie.com.au/everyday-banking/macquarie-client-identity-verification.html>

For electronic verification, you will need to provide a non-certified copy of either your **valid Australian driver licence (both sides) or Australian passport**. If we are unable to verify your identity electronically, we will ask you to provide a certified copy of your identification documents as per section 4 and 5.

**Do you agree for your identity to be verified electronically and to Macquarie's Group Privacy Policy which can be found on our website?**

Yes ► provide a non-certified copy of either your valid Australian driver licence (both sides) or Australian passport

No ► provide identification documents as per section 4 and 5

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## Identification documents for document-based verification

Identification documents must have been certified within the last 12 months, at the time of acceptance by us. For document-based identity verification, you will have to provide certified copies of the following:

- **one** primary document, or
- **two** secondary documents: **one** document from **Category A** AND **one** from **Category B**.

To confirm your identity, the documents you provide need to match exactly with the details you have provided in your application form, including:

- your full name (no initials)
- your residential address
- your date of birth.

### Primary identification documents

- Australian Drivers Licence or Learner Permit (current)
- Australian Passport (current or expired within the last 2 years)
- International Passport (current)
- International Driver's licence (current)
- Proof of Age Card/NSW Photo Card (current and government-issued)
- National identity card issued by a foreign government that contains a signature or unique identifier
- For Aboriginal and Torres Strait Islander people, a **statement from a referee** is acceptable

### Secondary identification documents (must display your name and residential address)

#### Category A

- Australian Birth Certificate
- Australian Citizen Certificate
- Centrelink pension card (current and must show current address)

#### Category B

- Utility Bill (less than 3 months old)
- Council Rates Notice (less than 3 months old)
- Taxation Notice (less than 12 months old)
- Centrelink Statement (less than 12 months old)

For a comprehensive list go to <https://www.macquarie.com.au/everyday-banking/macquarie-client-identity-verification.html>

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## Certification of identification documents

In order for documents to meet the certification requirements, the document must clearly be certified as a true copy of the original by an appropriate person. Each certified copy document must be certified separately and must show clearly:

- the date of Certification is to be no more than **12 months** old at the time of acceptance by Macquarie,
- written or stamped '**certified true copy**',
- the **wet ink signature** of the certifying officer, the full name, provider/registration number (if applicable), and
- profession/qualification of the certifying officer and years of service (if applicable), legibly printed below the signature.

Persons who can certify documents include:

- Justice of the Peace
- Notary public
- a police officer
- a permanent employee of the Australian Postal Corporation with two or more years of continuous service who is employed in an office supplying postal services to the public
- An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more years of continuous service with one or more financial institutions.

For a comprehensive list go to <https://www.macquarie.com.au/everyday-banking/macquarie-client-identity-verification.html>