

Identification Requirements

Certified ID is required to open your account. Please see below for assistance in meeting your ID requirements.

Identification of Individuals

The following must provide ID:

- Each individual Applicant
- Each officer of a company/entity
- Any Authorised Agent

The ID must provide the following:

- Full name; and
- Signature; and
- Full registration address; or
- Date of Birth

Primary Photographic Identification

- Passport (not expired in the preceding two years).
- Driver's licence that contains a photograph.
- Proof of age card that contains a photograph.
- Valid national identity card that contains a photograph.

Identification of Super Funds & Trusts

In order to confirm the name of the trust, the trustee names and the Trust's signatories please provide an original certified copy of one of the following document types:

- The trust deed; or
- An extract of the trust deed

What is a Certified Copy?

A copy of a document that has been certified as a true copy of an original document by a person who is authorised by law to do so.

The person must sight both the original and the copy that they are certifying. A certification can not be given from a photocopied or scanned version. A list of authorised persons is set out below. Each page must be certified if the document consists of more than one page.

Australia: Persons Authorised to Certify Documents

- The client's Adviser – where the Adviser has two (2) or more continuous years of service with one or more financial institutions as set out in the Statutory Declarations Regulations;
- Chiropractor;
- Dentist;
- Legal practitioner;
- Medical practitioner;
- Nurse;
- Optometrist;
- Pharmacist;
- Physiotherapist;
- Veterinary surgeon;
- Bank officer with 2 or more continuous years of service;
- Justice of the Peace;
- Magistrate;
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants.
- Notary Public
- 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;
- Permanent employee of:
 - a) the Commonwealth or a Commonwealth authority; or
 - b) a State or Territory or a State or Territory authority; or
 - c) a local government authority; with 2 or more years of service
- Police Officer;
- Teacher employed on a full-time basis at a school or tertiary education institution