

Identity Certification

This form must be completed by an Acceptable Certifier when you are opening a Membership, or a new account with Gateway Bank and you are mailing us copies of your identification documents. You must attach the actual certified identification documents.

Please print and send your completed form to: Gateway Bank, PO BOX 3176, Sydney NSW 2001

Important information: You will not be able to save partially completed forms.

* Denotes Mandatory Field

Guidelines for Certifiers

Original documents must be sighted - copies of previously certified copies are not accepted. Certify each copy with:

- ✓ "This is to certify this is a true copy of the original which I have sighted"
- ✓ Date when the original documents were sighted and copies certified
- ✓ Sign, print certifier full name plus title, official stamp &/or registration number (as applicable)

Please retain copies of all documents for your records
Gateway may be required to contact you for verification

Note: The certifiers cannot be related to the individual.

For persons residing in Australia

Acceptable Certifiers include:

- | | | |
|---|---|---|
| <input type="checkbox"/> 1. Legal Practitioner | <input type="checkbox"/> 6. Justice of the Peace | <input type="checkbox"/> 11. Officer of Financial Institution (min. 2yrs) |
| <input type="checkbox"/> 2. Teacher employed on a full-time basis at a school or tertiary education institution | <input type="checkbox"/> 7. Notary Public | <input type="checkbox"/> 12. Finance Company Officer (min. 2yrs) |
| <input type="checkbox"/> 3. Magistrate | <input type="checkbox"/> 8. Police Officer | <input type="checkbox"/> 13. Officer or Authorised representative of an Australian Financial Services licensee (min 2yrs) |
| <input type="checkbox"/> 4. CEO of a Federal Court | <input type="checkbox"/> 9. Dentist/Medical Practitioner/Pharmacist | <input type="checkbox"/> 14. Chiropractor or Physiotherapist |
| <input type="checkbox"/> 5. Registrar or Deputy Registrar of a Court | <input type="checkbox"/> 10. Accountant who is a Member of the Australian Institute of Chartered Accountants, CPA Australia, or the National Institute of Accountants (min. 2yrs continuous membership) | |

For persons based overseas

Acceptable Certifiers include:

- 1. Officers of any other Australian bank or other Australian financial institution or Australian finance company with offices offshore where the officer has 2 or more years service
- 2. An Australian consular or diplomatic officer, for example:
 - Consul Consul-General Ambassador Commissioner
- 3. A legal practitioner who holds a current practicing certificate under a law in force in a State or Territory in Australia
- 4. A member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants with 2 or more years of continuous membership
- 5. A person authorised as a notary public in a foreign country
- 6. Employee of the Australian Trade and Investment Commission
- 7. Employee of the Commonwealth

For a complete list of Acceptable Certifiers, visit www.gatewaybank.com.au in our FAQ section

Identity Certification

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Documents to be certified

Document Category*	Document Type*	Individual Named*
<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	<input type="text"/>	<input type="text"/>

Certifier Statement

I have examined the original documents listed above and endorsed each copy with:
"This is to certify this is a true copy of the original which I have sighted."

Full Name* <input type="text"/>	Reg No. <input type="text"/>
Residential or Business Address	Job Title* <input type="text"/>
Number* <input type="text"/> Street Name* <input type="text"/>	Occupation No.* (from above) <input type="text"/>
Suburb* <input type="text"/> State* <input type="text"/> PC* <input type="text"/>	Phone* <input type="text"/> <input type="text"/> <input type="text"/>
Country* <input type="text"/>	Date* <input type="text"/>
Signature* <input type="text"/>	

It is an offence under the Anti-Money Laundering and Terrorist Financing Act 2006 to give false and misleading information.

Acceptable Identification Documents

Note: If any document is in a previous name, an additional document that shows how/why the name was changed must be provided; e.g. Marriage Certificate, Change of Name by Deed Poll.

You are required to provide the following identification with your application for Membership:

Option 1- Photographic Identification 1 x Category A Document

OR

Option 2- Non - photographic Identification/Secondary Identification

1 x Category B Document **PLUS** 1 x Category C Document

Copies of these documents must be certified by an Acceptable Certifier (see page 1) if you are mailing these forms to us. This form does not need to be completed if you are presenting original documents to the Bank staff member.

Document Categories

Category	Document Name	Issued By	Mandatory Requirements
A (Primary Photographic Identification Document)	Drivers Licence (or permit)	Australian State or Territory or equivalent authority of a foreign country for the purpose of driving a vehicle#	Current (not expired) Photograph
	Passport	Australian Government	Photograph & signature of person document is issued Current (or expired within past 2 years)
	Foreign Passport	A foreign Government, the United Nations (UN), or an agency of the UN#	Photograph & person's signature Must show evidence of permanent residency in Australia
	Proof of Age Card	Australian State or Territory	Current (not expired) Photograph
B (Primary Non-Photographic Identification Document)	Birth Certificate (or Birth Extract)	Australian State or Territory or foreign Government, the United Nations (UN), or an agency of the UN#	
	Citizenship Certificate	Australian Government or Foreign Government#	
	Pension Card	Centrelink	Current (not expired)Entitles person to financial benefits
C (Secondary Identification Document)	Tax Assessment Notice	Australian Taxation Office	Name and residential address Issued within preceding 12 months Records a debt payable to, or payable by the individual
	Utilities Notice	Local Government or Utility provider	Name and residential address Issued within preceding 3 months
	Notice	Commonwealth, State or Territory	Name and residential address Records the provision of financial benefits
	Notice (for a person under 18 years old)	School Principal	Name and residential address Period of time person attended the school Issued within preceding 3 months

If written in a language that is not understood by the person carrying out the verification, an English translation is required by an accredited translator.