

To comply with our obligations under the Anti-Money Laundering (AML) and Counter Terrorism Financing (CTF) Act 2006, BT customers must now complete a Customer Identification Form in addition to the application form.

This Customer Identification Form is to be completed for product applications relating to trusts and trustees only. Customer identification forms for other entity types can be downloaded from www.bt.com.au/AML or can be obtained from BT Customer Relations on 132 135.

Please follow the instructions provided.

Are you lodging your application form through a financial adviser? Please speak to your financial adviser before completing the Customer Identification Form.

Existing customers of BT or the Westpac Banking Corporation may not be required to complete the Customer Identification Form. To determine if you are required to lodge this form, please visit www.bt.com.au/AML for further information or call BT Customer Relations on 132 135 and provide your BT/Westpac account details.

Applications received without a completed Customer Identification Form and any necessary supporting documentation, from customers who are required to be identified, cannot be processed.

Customer Identification Form For Trusts and Trustees

INSTRUCTIONS AND CHECKLIST FOR COMPLETING THE CUSTOMER IDENTIFICATION FORM

WHO SHOULD COMPLETE THIS CUSTOMER IDENTIFICATION FORM

If you are a trust/trustee investing in a new BT product.

IMPORTANT INFORMATION FOR INVESTORS

- If you are lodging your product application form through a financial adviser, please contact your financial adviser for further information.
- If you are lodging your product application form as a **direct investor** (without a financial adviser), you have two options available to you:

OPTION 1

Complete **Section 1** and either **Section 4, 6 or 7** of the Customer Identification Form only, and attach certified copies of your identity document(s) where required. If you choose this option, please use the **checklist** provided below.

OR

OPTION 2

Westpac branches may be able to perform the identification procedure. Please note that extra identification may be required. For full instructions and a list of documents required, please visit our website www.bt.com.au/AML.

CHECKLIST FOR OPTION 1

Before you send the Customer Identification Form, ensure that you have correctly completed all items on the **checklist** below. Ensuring that all information and documentation is provided will assist in a smooth application process.

This **checklist** section of this form is provided for your records and is not required by BT to process your application.

- Complete **all** applicable fields in **Section 1** and either **Section 4, 6 or 7** of the Customer Identification Form using the instructions provided.
- The following documents must be mailed to BT:
 - completed Customer Identification Form
 - certified copies of your identification document(s) (where required), and
 - product application form with any applicable documentation.

IMPORTANT INFORMATION FOR FINANCIAL ADVISERS

BT will also accept identification from a correctly completed Investment and Financial Services Association/Financial Planning Association (IFSA/FPA) identification form.

When using this Customer Identification Form, please complete:

- **Sections 1 and 2** and
- **Sections 4 and 5**, or
- **Sections 6 or 7 and 8**.

MORE INFORMATION

WHY WESTPAC BANK BRANCHES ARE ABLE TO COLLECT YOUR IDENTIFICATION ON BT'S BEHALF

BT is the wealth management arm of the Westpac Banking Corporation, and as such, BT and Westpac are working together to help meet the AML/CTF obligations faced when new customers join. This cooperation means that customers new to BT have the convenient option to have the identification procedure performed at a Westpac Branch if they choose.

If you require more information on our AML/CTF requirements, please visit our website www.bt.com.au/AML.

Customer Identification Form For Trusts and Trustees

HOW TO CERTIFY YOUR DOCUMENTS

A certified copy is a document that has been certified as a true copy of an original document.

To certify a document, take the original document and a photocopy to one of the people listed in the categories below and ask them to certify that the photocopy is a true and correct copy of the original document. That person will need to print their name, date and the capacity in which they are signing (eg postal agent, Justice of the Peace). Sample wording is provided below.

I, *[full name]*, as *[category of persons as listed below]*, certify that this *[name of document]* is a true and correct copy of the original *[signature and date]*.

Who can certify copies of documents

Legal	<ul style="list-style-type: none">• a solicitor or barrister (that is, a 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 (however described))• a judge of a court• a magistrate• a chief executive officer of a Commonwealth court• a registrar or deputy registrar of a court• a notary public
JP	<ul style="list-style-type: none">• a Justice of the Peace
Police	<ul style="list-style-type: none">• a police officer
Accountant	<ul style="list-style-type: none">• a member of the Institute of Chartered Accountants in Australia, Certified Practising Accountants Australia or the National Institute of Accountants with two or more years of continuous membership
Post office	<ul style="list-style-type: none">• an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public• 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
Diplomatic service	<ul style="list-style-type: none">• an Australian consular officer• an Australian diplomatic officer (within the meaning of the Consular Fees Act 1985)
Financial corporations (bank, building society, credit union)	<ul style="list-style-type: none">• an officer with two or more continuous years of service with one or more financial institutions (for the purposes of the Statutory Declaration Regulations 1993)• a finance company officer with two or more continuous years of service with one or more finance companies (for the purposes of the Statutory Declaration Regulations 1993)• 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 or more licensees.

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INSTRUCTIONS

- Complete the following in **BLOCK LETTERS**:

All trusts – Section 1.

and complete the applicable parts of one of the following sections for **only one** of the signing trustees where the selected trustee is:

An individual – Section 4.

An Australian company – Section 6.

A foreign company – Section 7.

- Only send the **completed sections** of this form with the application form.

SECTION 1: ALL TRUSTS

SECTION 1A: TRUST DETAILS

1.1 GENERAL INFORMATION

Full name of trust

Full business name (if any)

Country where trust established

1.2 TYPE OF TRUST

Select only one of the following trust types and provide the information requested.

<input type="checkbox"/> Registered managed investment scheme	Provide Australian Registered Scheme Number (ARSN)		Go to Section 1B
<input type="checkbox"/> Regulated trust <i>(eg an SMSF)</i>	Provide name of the regulator (eg ASIC, APRA, ATO)		Go to Section 1B
	Provide the trust's ABN or registration/licensing details		
<input type="checkbox"/> Government superannuation fund	Provide name of the legislation establishing the fund		Go to Section 1B
<input type="checkbox"/> Other trust type	Trust description (eg Family, unit, charitable, estate)		Complete Sections 1.3 and 1.4

1.3 BENEFICIARY DETAILS (ONLY COMPLETE IF 'OTHER TRUST TYPE' IS SELECTED IN SECTION 1.2 ABOVE)

Do not complete if the trust is a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund.

Does the trust deed name the beneficiaries?

<input type="checkbox"/> YES	How many beneficiaries are there? <input type="checkbox"/> Provide the full name of each beneficiary below.	
	Full given name(s)	Surname
	1	
	2	
	3	
	If there are more beneficiaries, provide details on a separate sheet (Go to Section 1.4)	
<input type="checkbox"/> NO	Provide details of the membership class/es (eg unit holders, family members of named person, charitable purpose)	

1.4 TRUSTEE DETAILS

*Only complete if 'Other trust type' is selected in Section 1.2 above.
Do not complete if the trust is a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund.*

How many trustees are there? Provide the full name and address of each trustee below.

1 TRUSTEE 1	
Full given name(s) or company name	Surname
<input type="text"/>	<input type="text"/>
Residential address if an individual trustee or company registered office address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>
2 TRUSTEE 2	
Full given name(s) or company name	Surname
<input type="text"/>	<input type="text"/>
Residential address if an individual trustee or company registered office address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>
3 TRUSTEE 3	
Full given name(s) or company name	Surname
<input type="text"/>	<input type="text"/>
Residential address if an individual trustee or company registered office address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>
4 TRUSTEE 4	
Full given name(s) or company name	Surname
<input type="text"/>	<input type="text"/>
Residential address if an individual trustee or company registered office address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>

If there are more trustees, provide details on a separate sheet. **(Go to Section 1B)**

SECTION 1B: VERIFICATION PROCEDURE

- Complete Part A or Part B to tell us what documents you are sending us or the verification method BT should perform.
- Contact us if you are unable to provide the required documents.
- If instructed to provide certified copies of documents, please refer to the 'How to certify your documents' section for information on how to do this.

PART A – ACCEPTABLE ID DOCUMENTS for a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund as selected in Section 1.2.

Cross X	Verification options: select ONE of the following options used to verify the trust.
<input type="checkbox"/>	A copy or relevant extract of the legislation establishing the government superannuation fund sourced from a government website
<input type="checkbox"/>	Perform a search of the ASIC, ATO or relevant regulator's website (BT to perform for direct customers)

OR

PART B – ACCEPTABLE ID DOCUMENTS if 'Other trust type' is selected in Section 1.2.

Cross X	Verification options: select ONE of the following options used to verify the trust.
<input type="checkbox"/>	A certified copy of a notice issued by the Australian Taxation Office within the last 12 months (eg Notice of Assessment). Block out the TFN before scanning, copying or storing this document.
<input type="checkbox"/>	A letter from a solicitor or qualified accountant that confirms the name of the trust.
<input type="checkbox"/>	A certified copy or certified extract of the trust deed.

Documents written in any other language but English must be accompanied by an English translation prepared by an accredited translator.

SECTION 2: FINANCIAL ADVISER USE ONLY

OPTION 1

Financial advisers can complete Section 2B as outlined below. Please ensure that you indicate which document(s) you have sighted or which search was performed as set out in Section 1B of this form. Enclose the completed verification procedure with your client's product application form and mail to BT. **This method is preferred by BT.**

OR

OPTION 2

Financial advisers can send BT copies of all documents received from the client with this completed Customer Identification Form and the product application form. Documents must be provided in line with Section 1B of this form.

SECTION 2A: VERIFICATION REQUIREMENTS FOR TRUSTS

Verify the following:

- **registered managed investment scheme, regulated trust or government superannuation fund**
 - full name of the trust
 - verify that the trust is a registered managed investment scheme, regulated trust or government superannuation fund, as applicable
- **other trusts**
 - full name of the trust
 - verify the identity of the verified trustee.

SECTION 2B: RECORD OF VERIFICATION PROCEDURE

ID DOCUMENT DETAILS

Verified from	<input type="checkbox"/> Performed search	<input type="checkbox"/> Original	<input type="checkbox"/> Certified copy
Document issuer/Website			
Issue/Search date (dd/mm/yyyy)			
Accredited English translation	<input type="checkbox"/> n/a	<input type="checkbox"/> Sighted	

SECTION 2C: FINANCIAL ADVISER DETAILS – IDENTIFICATION AND VERIFICATION CONDUCTED BY:

Date verified (dd/mm/yyyy)	Financial Adviser's name	
<input type="text"/>	<input type="text"/>	
Phone number	AFS licensee name	AFSL number
<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION 3: ADDITIONAL INFORMATION

SECTION 3A: ADDITIONAL INFORMATION ABOUT ONE OF THE TRUSTEES

Complete the applicable parts of **only one** of the following sections, as required, to collect the additional information about the identity of **only one** of the trustees where the selected trustee is:

- an individual – Section 4
- an Australian company – Section 6
- a foreign company – Section 7.

SECTION 4: INDIVIDUAL TRUSTEE**SECTION 4A: INDIVIDUAL DETAILS**

To be completed if selected trustee is an Individual.

Full given name(s)	Surname	Date of birth (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/> <input type="text"/>

Residential address (PO Box is **not** acceptable) – only provide address details if not provided in Section 1.4 above

<input type="text"/>	State	Postcode	Country
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If the trust is a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund, the form is **COMPLETE**.

If 'Other trust type' is selected in Section 1.2 above, complete Sections 4B below.

SECTION 4B: INDIVIDUAL TRUSTEE VERIFICATION PROCEDURE

Please send us certified copies of documents that show your full name and **either** your date of birth or residential address.

- Complete Part A to tell us what documents you are sending us.
- If you cannot send us a certified copy of a document from Part A, then complete either Part B or C.
- Contact us if you are unable to provide the required documents in Parts A, B or C.
- **Do not send original documents, only certified copies.** Please refer to the 'How to certify your documents' section for more information.

PART A – ACCEPTABLE PRIMARY ID DOCUMENTS

Cross X	Select ONE valid option from this section only
<input type="checkbox"/>	Certified copy of an Australian state/territory driver's licence containing a photograph of the person.
<input type="checkbox"/>	Certified copy of an Australian passport (a passport that has expired within the preceding two years is acceptable).
<input type="checkbox"/>	Certified copy of a card issued under a state or territory for the purpose of proving a person's age containing a photograph of the person.
<input type="checkbox"/>	Certified copy of a foreign passport or similar travel document containing a photograph and the signature of the person.*

PART B – ACCEPTABLE SECONDARY ID DOCUMENTS

Should only be completed if the individual does not own a document from Part A

Cross X	Select ONE valid option from this section
<input type="checkbox"/>	Certified copy of an Australian birth certificate.
<input type="checkbox"/>	Certified copy of an Australian citizenship certificate.
<input type="checkbox"/>	Certified copy of a Pension card issued by Centrelink.
<input type="checkbox"/>	Certified copy of a Health card issued by Centrelink.
Cross X	AND ONE valid option from this section
<input type="checkbox"/>	Certified copy of a document issued by the Commonwealth or a state or territory within the preceding 12 months that records the provision of financial benefits to the individual and which contains the individual's name and residential address.
<input type="checkbox"/>	Certified copy of a document issued by the Australian Taxation Office within the preceding 12 months that records a debt payable by the individual to the Commonwealth (or by the Commonwealth to the individual), which contains the individual's name and residential address. Block out the TFN before scanning, copying or storing this document.
<input type="checkbox"/>	Certified copy of a document issued by a local government body or utilities provider within the preceding three months which records the provision of services to that address or to that person (the document must contain the individual's name and residential address).

PART C – ACCEPTABLE FOREIGN ID DOCUMENTS

Should only be completed if the individual does not own a document from Part A

Cross X	BOTH documents from this section must be presented
<input type="checkbox"/>	Certified copy of a Foreign driver's licence that contains a photograph of you and your date of birth.*
<input type="checkbox"/>	Certified copy of a National ID card issued by a foreign government containing your photograph and your signature.*

* Documents written in any other language but English must be accompanied by an English translation prepared by an accredited translator.

SECTION 5: FINANCIAL ADVISER USE ONLY**OPTION 1**

Financial advisers can complete Section 5B as outlined below. Please ensure that you indicate either which document(s) you have sighted as set out in Section 4B of this form. Enclose the completed verification procedure with your client's application form and mail to BT. **This method is preferred by BT.**

OR**OPTION 2**

Financial advisers can send BT copies of the documents received from the client with this completed Customer Identification Form and the application form. Documents must be provided in line with Section 4B of this form.

SECTION 5A: VERIFICATION REQUIREMENTS FOR INDIVIDUAL TRUSTEE

Verify the **Individual Trustee's** full name; and **either** their date of birth or residential address.

SECTION 5B: RECORD OF VERIFICATION PROCEDURE

ID DOCUMENT DETAILS	Document 1		Document 2	
Verified from	<input type="checkbox"/> Original	<input type="checkbox"/> Certified copy	<input type="checkbox"/> Original	<input type="checkbox"/> Certified copy
Document issuer				
Issue date (dd/mm/yyyy)				
Expiry date (dd/mm/yyyy)				
Document number				
Accredited English translation	<input type="checkbox"/> n/a	<input type="checkbox"/> Sighted	<input type="checkbox"/> n/a	<input type="checkbox"/> Sighted

If the selected trustee is an individual, the form is now **COMPLETE**.

SECTION 6: AUSTRALIAN COMPANY TRUSTEE

SECTION 6A: AUSTRALIAN COMPANY DETAILS

To be completed if selected trustee is an Australian Company.

6.1 GENERAL INFORMATION

Full name as registered by ASIC Australian Company Number (ACN)

Registered office address (PO Box is **not** acceptable)

Principal place of business (if any) (PO Box is **not** acceptable)

6.2 REGULATORY/ LISTING DETAILS

Select **[X]** the following categories which apply to the trustee company and provide the information requested)

<input type="checkbox"/> Regulated company <small>(licensed by an Australian Commonwealth, state or territory statutory regulator)</small>	Regulator name	
	Licence details	
<input type="checkbox"/> Australian listed company	Name of market/exchange	
<input type="checkbox"/> Majority-owned subsidiary of an Australian listed company	Australian listed company name	
	Name of market/exchange	

6.3 COMPANY TYPE

Select **[X]** only **one** of the following categories.

<input type="checkbox"/> Public	If the trust is a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund, the form is now complete . If 'Other trust type' is selected in Section 1.2 above, complete Sections 6B below.
<input type="checkbox"/> Proprietary	Continue to Section 6.4

6.4 DIRECTORS

Only needs to be completed for proprietary companies.
This section does **not** need to be completed for public and listed companies.

How many directors are there? Provide full name of each director below

	Full given name(s)	Surname
1		
2		
3		
4		

If there are more directors, provide details on a separate sheet.

If the company is a regulated company (as selected in Section 6.2 above) AND the trust type selected in Section 1.2 above is:

- a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund, the form is now **COMPLETE**.
- 'Other Trust Type', complete Section 6B below.

Otherwise, continue to Section 6.5 below.

6.5 SHAREHOLDERS

Only needs to be completed for proprietary companies that are not regulated companies as selected in Section 6.2

Provide details of **all individuals** who are beneficial owners through one or more shareholdings of more than 25% of the company's issued capital.

1 SHAREHOLDER 1

Full given name(s) Surname

Residential address (PO Box is **not** acceptable)

State Postcode

Country, if not Australia

2 SHAREHOLDER 2

Full given name(s) Surname

Residential address (PO Box is **not** acceptable)

State Postcode

Country, if not Australia

3 SHAREHOLDER 3

Full given name(s) Surname

Residential address (PO Box is **not** acceptable)

State Postcode

Country, if not Australia

If the trust type selected in Section 1.2 above, is:

- a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund, the form is now **COMPLETE**.
- 'Other Trust Type', complete Section 6B below.

SECTION 6B: AUSTRALIAN COMPANY TRUSTEE VERIFICATION PROCEDURE

- Complete either Part A or Part B to tell us what document you are sending us or the verification method BT should perform.
- Contact us if you are unable to provide the required document.
- **If instructed to provide certified copies of documents**, please refer to the 'How to certify your documents' section for information on how to do this.

PART A – ACCEPTABLE DOCUMENT

Cross <input checked="" type="checkbox"/>	Verification options: Select ONE of the following options used to verify the company.
<input type="checkbox"/>	Certified copy of the certification of registration issued by ASIC.
<input type="checkbox"/>	Perform a search of the relevant ASIC database (BT to perform for direct customers).

PART B – ALTERNATIVE ACCEPTABLE DOCUMENT

For a company which is an Australian listed company or majority owned subsidiary of an Australian listed company, or is a regulated company (ie licensed by an Australian, Commonwealth, state or territory statutory authority).

Cross <input checked="" type="checkbox"/>	Verification options: Select ONE of the following options used to verify the company.
<input type="checkbox"/>	Public document issued by the relevant company.
<input type="checkbox"/>	Perform a search of the relevant market/exchange (BT to perform for direct customers).
<input type="checkbox"/>	Perform a search of the relevant ASIC database (BT to perform for direct customers).
<input type="checkbox"/>	Perform a search of the licence or other records of the relevant Commonwealth, state or territory statutory regulator (BT to perform for direct customers).

OR

If the selected trustee is an Australian Company, the form is now COMPLETE.

SECTION 7 : FOREIGN COMPANY TRUSTEE

SECTION 7A: FOREIGN COMPANY DETAILS

To be completed if selected trustee is a Foreign Company.

7.1 GENERAL INFORMATION

Full name of foreign company

Country of formation / incorporation / registration

Select if registered by a foreign body and provide name of body

7.2 IS THE FOREIGN COMPANY REGISTERED WITH ASIC?

Select ONE of the following

<input type="checkbox"/> YES	Provide ARBN <input type="text"/> Provide either (cross one box): <input type="checkbox"/> principal place of business address in Australia OR <input type="checkbox"/> local agent name and address details Address (PO Box is not acceptable) <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;"></td> <td style="width: 15%; text-align: center;"><i>State</i></td> <td style="width: 15%; text-align: center;"><i>Postcode</i></td> </tr> </table> Country, if not Australia <input type="text"/> Name of local agent in Australia <input type="text"/>		<i>State</i>	<i>Postcode</i>
	<i>State</i>	<i>Postcode</i>		
<input type="checkbox"/> NO	Provide company identification number (if any) issued by the foreign registration body <input type="text"/> Principal place of business in the company's country of formation or incorporation (PO Box is not acceptable) <table border="1" style="width: 100%;"> <tr> <td style="width: 70%;"></td> <td style="width: 15%; text-align: center;"><i>State</i></td> <td style="width: 15%; text-align: center;"><i>Postcode</i></td> </tr> </table> Country, if not Australia <input type="text"/>		<i>State</i>	<i>Postcode</i>
	<i>State</i>	<i>Postcode</i>		

7.3 REGISTERED ADDRESS OF COMPANY

Provide the registered address as registered with ASIC. If the company is **not** registered with ASIC, provide the registered address in the country of formation, incorporation or registration (if any).

	State	Postcode	Country
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7.4 REGULATORY / LISTING DETAILS

Select [] each of the following categories that apply to the trustee company and provide the information requested.

<input type="checkbox"/> Regulated company <small>(licensed by an Australian Commonwealth, state or territory statutory regulator)</small>	Regulator name	
	Licence details	
<input type="checkbox"/> Listed as defined in the IFSA/ FPA Guidelines	Name of market/exchange	
<input type="checkbox"/> Majority-owned subsidiary of an Australian listed company	Australian listed company name	
	Name of market/exchange	

7.5 COMPANY TYPE

Select [] only **one** of the following categories and provide any information requested.

<input type="checkbox"/> Public	If the trust is a registered managed investment scheme, regulated trust (eg SMSF) or government superannuation fund, as selected in Section 1.2 above, the form is now complete . If 'Other trust type' is selected in Section 1.2 above, complete Section 7B below.
<input type="checkbox"/> Private/Proprietary	Go to Section 7.6 below.
<input type="checkbox"/> Other	Go to Section 7.6 below.

7.6 DIRECTORS

Complete for all companies other than public or listed companies.

How many directors are there? Provide full name of each director below

	Full given name(s)	Surname
1		
2		
3		
4		

If there are more directors, provide details on a separate sheet.

If the company is a regulated company (as selected in Section 7.4 above) AND 'Other Trust Type' is:

- selected in Section 1.2 above, go to Section 7B.
- not selected in Section 1.2 above, the form is now **COMPLETE**.

Otherwise, continue to Section 7.7 below.

7.7 SHAREHOLDERS

Complete for all companies other than public, listed or regulated companies.

Provide details of **all** individuals who are beneficial owners through one or more shareholdings of more than 25% of the company's issued capital.

1 SHAREHOLDER 1

Full given name(s)	Surname
<input type="text"/>	<input type="text"/>
Residential address (PO Box is not acceptable)	
<input type="text"/>	
	State Postcode
Country, if not Australia	<input type="text"/>

2 SHAREHOLDER 2

Full given name(s)	Surname
<input type="text"/>	<input type="text"/>
Residential address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>

3 SHAREHOLDER 3

Full given name(s)	Surname
<input type="text"/>	<input type="text"/>
Residential address (PO Box is not acceptable)	
<input type="text"/>	
	<i>State</i>
	<i>Postcode</i>
Country, if not Australia	<input type="text"/>

If 'Other Trust Type' is:

- selected in Section 1.2 above, go to Section 7B.
- not selected in Section 1.2 above, the form is now COMPLETE.

SECTION 7B: FOREIGN COMPANY TRUSTEE VERIFICATION PROCEDURE

- Complete Part A, Part B or Part C to tell us what documents you are sending us or the verification method BT should perform.
- Contact us if you are unable to provide the required documents.
- **Do not send original documents, only certified copies.** Please refer to the 'How to certify your documents' section for information on how to do this.

PART A – ACCEPTABLE ID DOCUMENTS
for a foreign company registered with ASIC

Cross X	Verification option – Select this option if the foreign company is registered with ASIC.
<input type="checkbox"/>	A certified copy of the certification of registration issued by ASIC or by the relevant foreign registration body.
<input type="checkbox"/>	Perform a search of the relevant ASIC database (BT to perform for direct customers).
<input type="checkbox"/>	Perform a search of the relevant foreign registration body (BT to perform for direct customers).

OR

PART B – ACCEPTABLE ID DOCUMENTS
a foreign company not registered with ASIC.

Cross X	Verification option – Select this option if the foreign company is not registered with ASIC.
<input type="checkbox"/>	A certified copy of the certification of registration issued by the relevant foreign registration body.
<input type="checkbox"/>	A disclosure certificate from the company given by an individual acting as agent of the company where the agent has been verified. Contact BT Customer Relations for more information.
<input type="checkbox"/>	Perform a search of the relevant foreign registration body (BT to perform for direct customers).

OR

PART C – ACCEPTABLE ID DOCUMENTS
for a listed company, a majority owned subsidiary of an Australian listed company or a regulated company.

Cross X	Verification option
<input type="checkbox"/>	A public document issued by the relevant company.
<input type="checkbox"/>	Perform a search of the relevant financial market (BT to perform for direct customers).
<input type="checkbox"/>	Perform a search of the relevant ASIC database (BT to perform for direct customers).
<input type="checkbox"/>	Perform a search of the licence or other records of the relevant Commonwealth, state or territory statutory regulator (BT to perform for direct customers).

* Documents written in any other language but English must be accompanied by an English translation prepared by an accredited translator.

SECTION 8: FINANCIAL ADVISER USE ONLY

OPTION 1

Financial advisers can complete Section 8B as outlined below. Please ensure that you indicate which document(s) you have sighted or which search was performed as set out in Section 6B or Section 7B of this form. Enclose the completed verification procedure with your client's product application form and mail to BT. **This method is preferred by BT.**

OPTION 2

Financial advisers can send BT copies of the documents received from the client with this completed Customer Identification Form and the product application form. Documents must be provided in line with Section 7B of this form.

OR

SECTION 8A: VERIFICATION REQUIREMENTS FOR DOMESTIC AND FOREIGN COMPANIES

DOMESTIC COMPANY VERIFICATION PROCEDURE

<p>Standard verification procedure</p> <p>Verify:</p> <ul style="list-style-type: none"> the full name of the company as registered by ASIC whether the company is registered as a proprietary or a public company the ACN issued to the company. 	<p>Alternative verification procedure</p> <p>For a company which is an Australian listed company, a majority owned subsidiary of an Australian listed company or is a regulated company (ie licensed by an Australian Commonwealth, state or territory statutory regulator).</p> <p>Verify that the company is:</p> <ul style="list-style-type: none"> an Australian listed company (if applicable) a majority owned subsidiary of an Australian listed company (if applicable) a regulated company (if applicable)
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FOREIGN COMPANIES VERIFICATION PROCEDURE

<p>Standard verification procedure – for Foreign Companies registered with ASIC</p> <p>Verify:</p> <ul style="list-style-type: none"> the full name of the company as registered by ASIC the ARBN issued to the company whether it is registered by a foreign registration body and, if so, whether it is registered as a private company or a public company. 	<p>Standard verification procedure – for Foreign Companies NOT registered with ASIC</p> <p>Verify:</p> <ul style="list-style-type: none"> the full name of the company whether it is registered by a foreign registration body and if so <ul style="list-style-type: none"> whether it is registered as a private company or a public company the identification number issued to the company
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SECTION 8B: RECORD OF VERIFICATION PROCEDURE

ID DOCUMENT DETAILS	Document 1	Document 2
Verified from	<input type="checkbox"/> Performed search <input type="checkbox"/> Original <input type="checkbox"/> Certified copy	<input type="checkbox"/> Performed search <input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document issuer/Website		
Public document type		
Issue/Search date (dd/mm/yyyy)		
Accredited English translation	<input type="checkbox"/> n/a <input type="checkbox"/> Sighted	<input type="checkbox"/> n/a <input type="checkbox"/> Sighted

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