

Bank of
Melbourne

Customer verification form – Associations.

All fields are mandatory, unless specified otherwise.

1. Document checklist.

Prior to completing this form, please review this section and ensure you have all required documents ready and obtained the necessary certifications (listed below).

Documents required

- ☐ Completed Customer Verification Form
– Association (this form).

Who needs to complete

- Chairperson/President, Secretary, Treasurer, or equivalent.

Certified ID Documents

- ☐ ONE Primary Photographic Identification Document

OR

- ☐ ONE Primary Non-Photographic Identification
Document

AND

- ☐ ONE Secondary Identification Document

Who needs to provide Certified ID Documents:

- Chairperson/President, Secretary, Treasurer, or equivalent
- Each Beneficial Owner as nominated on this form
- The Individual (if not a Beneficial Owner) who signs this form.

Acceptable documents



- Valid Australian driver's licence
- Medicare card
- Australian passport
- Australian birth certificate
- Foreign passport issued by a foreign government

1. Document checklist (continued).

Please provide a certified copy of at least one of the following verification documents:

- ☐ Latest copy of the minutes of a meeting of the Association signed by the Chairman, President, Secretary, Treasurer or equivalent who must be fully identified
- ☐ Certificate of registration or equivalent document from the relevant government body
- ☐ Constitution or rules of the Association.

Example Certified Copy of verification document.

<p>Minutes of Annual General Meeting The Smith Enviro Foundation</p> <p>Meeting held: 20 November 2022</p> <p>Attendees: Chairperson – Frankie Charlie Secretary – Sam Jones Treasurer – Bhavya Kumar Members – Paul Smith, Chidi Abara, Christine Jones Approval of minutes from last meeting – Sam Jones</p> <p>Discussion: Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.</p> <p>Minutes submitted by Sam Jones Minutes approved by Frankie Charlie, President</p> <p></p>	<p>I, John Sample, as Justice of the Peace, certify that these Minutes of the Annual General Meeting, are a true and correct copy of the original.</p> <p> 1 February 2023</p>
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Minutes of Annual General Meeting certified and signed by Justice of the Peace.

2. Steps required.

Step 1: Ensure all relevant sections of the form are completed and the customer declaration is signed

Step 2: Attach all certified copies of supporting documents

Step 3: Return this completed form and certified copies of supporting documents as per Page 1 by email, post, or at a branch.

Email – businessIDBOM@bankofmelbourne.com.au

OR

Post – If you are located in Australia, please send via Reply Paid to:

Business Identification Team
Reply Paid 91348
SYDNEY NSW 2001

No stamp is required

If you are located outside Australia, please pay for postage and reply to:

Business Identification Team
GPO Box 1806
SYDNEY NSW 2001
Australia

OR

Branch – If visiting a branch, don't forget to bring at least 2 forms of identification as per Certified ID documents section on Page 1. For certification instructions, go to the Bank of Melbourne website and search BizSecure then go to the FAQ section – “How do I certify my identity?”

Find your nearest branch by visiting the Bank of Melbourne website and search “Branch Location”.

If you have any queries, please call our dedicated Business Identification Team on 1800 100 238 from anywhere in Australia (or +61 2 9155 7528 if calling internationally), 9am – 5pm AEST, Monday to Friday.

3. Association details.

Full name of the Association

Other name(s) under which the Association carries on their business (if any)

Full legal name including any middle names of chairperson/president or equivalent officer

Full legal name including any middle names of secretary or equivalent officer

Full legal name including any middle names of treasurer or equivalent officer

Association contact email address

Nature of business activities – Australia and New Zealand Standard Industry Code (ANZSIC)

Please provide us with details of the industry in which your business operates – for example, real estate, dairy manufacturer.

ABN issued to the Association (if any)

☐ No ABN

Association Type

- ☐ Incorporated Association [➤ Go to Incorporated Association section 4](#)
- ☐ Unincorporated Association [➤ Go to Unincorporated Association section 5](#)

4. Incorporated Association's details.

This section is to be completed by Incorporated Associations only.

Please provide one of the following:

Tick one and provide details below:

- ☐ Full address of the Association's principal place of administration, including country (not a PO Box)
- ☐ Full address of the Association's registered office including country (not a PO Box)
- ☐ Full name and residential address, including country (not a PO Box) of the Association's Public Officer, or if there is no such person, then of the Association's chairperson/president, secretary treasurer or equivalent officer

4. Incorporated Association's details.

Street

Suburb

State

Postcode

Country of registration/incorporation

If incorporated in Australia, the State/Territory of registration/incorporation of the Association

Identification number (if any) issued upon incorporation by the State/Territory or overseas body responsible for incorporation

[➤ Go to Section 6](#)

5. Unincorporated Association's details.

This section is to be completed by Unincorporated Associations only.

Full address of the Association's principal place of administration, including country (not a PO Box) (if any)

Street

Suburb

State

Postcode

Country of Establishment

State/Territory of Establishment

Date of Establishment

Individual(s) who is signing on behalf of the Association. Please note these individuals need to be fully identified (*Chairman/ President /Secretary/Treasurer or Equivalent)

6. Foreign Tax Residency.

Is the association a tax resident of any country outside of Australia?

- ☐ Yes ☒ Please indicate below the country(ies) outside of Australia in which the association is a resident for tax purposes and each country's associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

- ☐ No ☒ Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the association's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

7. Purpose of Business Relationship/Source of funds/Source of wealth.

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- | | | |
|--|---|--|
| <input type="checkbox"/> Transactional | <input type="checkbox"/> Wealth | <input type="checkbox"/> Correspondent banking |
| <input type="checkbox"/> Savings | <input type="checkbox"/> Short-term borrowing | <input type="checkbox"/> Financial markets |
| <input type="checkbox"/> Protection | <input type="checkbox"/> Long-term borrowing | |

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- | | | |
|--|---|--|
| <input type="checkbox"/> Commission | <input type="checkbox"/> Tax refund | <input type="checkbox"/> External investment/capital injection |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Gift/donation | <input type="checkbox"/> Mergers and acquisitions |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Government grant | <input type="checkbox"/> Controlled money account |
| <input type="checkbox"/> Loan | <input type="checkbox"/> Business income/earnings | <input type="checkbox"/> Liquidation of assets |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Investment income/earnings | <input type="checkbox"/> Insurance payment |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Corporate investments earnings | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Additional sources (please specify) | <input type="text"/> | |

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Gift/donation | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Business income/earnings | <input type="checkbox"/> Mergers and acquisitions |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Investment income/earnings | <input type="checkbox"/> Controlled money account |
| <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Corporate investments earnings | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Sale of assets | | |
| <input type="checkbox"/> Additional sources (please specify) | <input type="text"/> | |

8. Beneficial Owners.

Full name (given name/s and family name), full address (not a PO Box), date of birth and type of relationship of each INDIVIDUAL who is a Beneficial Owner. Please attach certified copies of identification documentation for all (Beneficial Owners) as per the Document Checklist.

A Beneficial Owner of an Association refers to:

1. Each individual who owns (either directly or indirectly) 25% or more of the Association; OR
2. If no one owns 25% or more, each Individual that controls (either directly or indirectly) the Association.

Other Individual – any individual who has the capacity to make financial and operating decisions on behalf of the Association, aside from the Chairman.

If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

If you have additional Beneficial Owners, please copy the Beneficial Owner section and provide their details.

Beneficial Owner 1

Full name (as per identification document)

Other name(s) (if any)

Are you a Bank of Melbourne customer? If yes, then please provide your Customer Number
(Your Customer Number can be found on your statement in Bank of Melbourne Online Banking)

Date of birth

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full address (not a PO Box)

Street

Suburb

State

Postcode

Mobile number

Email address

8. Beneficial Owners (continued).

Is Beneficial Owner 1 a tax resident of any country outside of Australia?

☐ Yes ☒ Please indicate below the country(ies) in which Beneficial Owner 1 is a resident for tax purposes and each country’s associated Tax Identification Number (TIN)* (Min 1 – Max 5):

	Country	Foreign TIN
1		
2		
3		
4		
5		

☐ No ☒ Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual’s country of tax residency that is used for tax purposes. If you’re a tax resident in a jurisdiction that doesn’t issue a TIN or equivalent, you’ll need to provide evidence (which could include publicly available information) from an official authority written in English.

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- ☐ Transactional
- ☐ Savings
- ☐ Protection
- ☐ Wealth
- ☐ Short-term borrowing
- ☐ Long-term borrowing
- ☐ Correspondent banking
- ☐ Financial markets

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- ☐ Salary/wages
- ☐ Commission
- ☐ Bonus
- ☐ Loan
- ☐ Business profits
- ☐ Sale of assets
- ☐ Rental Income
- ☐ Additional sources (please specify)
- ☐ Inheritance
- ☐ Redundancy
- ☐ Liquidation of assets
- ☐ Government benefits
- ☐ Superannuation/pension
- ☐ Investment income/earnings
- ☐ Business income/earnings
- ☐ Compensation payment
- ☐ Gift/donation
- ☐ Windfall
- ☐ Tax refund
- ☐ Insurance payment

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- ☐ Government benefits
- ☐ Business profits
- ☐ Rental income
- ☐ Redundancy
- ☐ Insurance payment
- ☐ Sale of assets
- ☐ Additional sources (please specify)
- ☐ Windfall
- ☐ Inheritance
- ☐ Liquidation of assets
- ☐ Employment income/earnings
- ☐ Superannuation/pension
- ☐ Investment income/earnings
- ☐ Business income/earnings
- ☐ Compensation payment
- ☐ Gift/donation
- ☐ Owns real estate/property
- ☐ None

8. Beneficial Owners (continued).

Beneficial Owner 2

Full name (as per identification document)

Other name(s) (if any)

Are you a Bank of Melbourne customer? If yes, then please provide your Customer Number
(Your Customer Number can be found on your statement in Bank of Melbourne Online Banking)

Date of birth

/ /

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full address (not a PO Box)

Street

Suburb


State

Postcode

Mobile number

Email address

Is Beneficial Owner 2 a tax resident of any country outside of Australia?

☐ Yes  Please indicate below the country(ies) in which Beneficial Owner 2 is a resident for tax purposes and each country's associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

☐ No  Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

8. Beneficial Owners (continued).

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- | | | |
|--|---|--|
| <input type="checkbox"/> Transactional | <input type="checkbox"/> Wealth | <input type="checkbox"/> Correspondent banking |
| <input type="checkbox"/> Savings | <input type="checkbox"/> Short-term borrowing | <input type="checkbox"/> Financial markets |
| <input type="checkbox"/> Protection | <input type="checkbox"/> Long-term borrowing | |

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- | | | |
|--|---|---|
| <input type="checkbox"/> Salary/wages | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Commission | <input type="checkbox"/> Redundancy | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Windfall |
| <input type="checkbox"/> Loan | <input type="checkbox"/> Government benefits | <input type="checkbox"/> Tax refund |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> Insurance payment |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Rental Income | <input type="checkbox"/> Business income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Government benefits | <input type="checkbox"/> Windfall | <input type="checkbox"/> Business income/earnings |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Redundancy | <input type="checkbox"/> Employment income/earnings | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> None |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

8. Beneficial Owners (continued).

Beneficial Owner 3

Full name (as per identification document)

Other name(s) (if any)

Are you a Bank of Melbourne customer? If yes, then please provide your Customer Number
(Your Customer Number can be found on your statement in Bank of Melbourne Online Banking)

Date of birth

/ /

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full address (not a PO Box)

Street

Suburb


State

Postcode

Mobile number

Email address

Is Beneficial Owner 3 a tax resident of any country outside of Australia?

☐ Yes  Please indicate below the country(ies) in which Beneficial Owner 3 is a resident for tax purposes and each country's associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

☐ No  Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

8. Beneficial Owners (continued).

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- | | | |
|--|---|--|
| <input type="checkbox"/> Transactional | <input type="checkbox"/> Wealth | <input type="checkbox"/> Correspondent banking |
| <input type="checkbox"/> Savings | <input type="checkbox"/> Short-term borrowing | <input type="checkbox"/> Financial markets |
| <input type="checkbox"/> Protection | <input type="checkbox"/> Long-term borrowing | |

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- | | | |
|--|---|---|
| <input type="checkbox"/> Salary/wages | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Commission | <input type="checkbox"/> Redundancy | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Windfall |
| <input type="checkbox"/> Loan | <input type="checkbox"/> Government benefits | <input type="checkbox"/> Tax refund |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> Insurance payment |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Rental Income | <input type="checkbox"/> Business income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Government benefits | <input type="checkbox"/> Windfall | <input type="checkbox"/> Business income/earnings |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Redundancy | <input type="checkbox"/> Employment income/earnings | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> None |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

8. Beneficial Owners (continued).

Beneficial Owner 4

Full name (as per identification document)

Other name(s) (if any)

Are you a Bank of Melbourne customer? If yes, then please provide your Customer Number
(Your Customer Number can be found on your statement in Bank of Melbourne Online Banking)

Date of birth

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full address (not a PO Box)

Street

Suburb


State

Postcode

Mobile number

Email address

Is Beneficial Owner 4 a tax resident of any country outside of Australia?

☐ Yes  Please indicate below the country(ies) in which Beneficial Owner 4 is a resident for tax purposes and each country's associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

☐ No  Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

8. Beneficial Owners (continued).

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- | | | |
|--|---|--|
| <input type="checkbox"/> Transactional | <input type="checkbox"/> Wealth | <input type="checkbox"/> Correspondent banking |
| <input type="checkbox"/> Savings | <input type="checkbox"/> Short-term borrowing | <input type="checkbox"/> Financial markets |
| <input type="checkbox"/> Protection | <input type="checkbox"/> Long-term borrowing | |

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- | | | |
|--|---|---|
| <input type="checkbox"/> Salary/wages | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Commission | <input type="checkbox"/> Redundancy | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Windfall |
| <input type="checkbox"/> Loan | <input type="checkbox"/> Government benefits | <input type="checkbox"/> Tax refund |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> Insurance payment |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Rental Income | <input type="checkbox"/> Business income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Government benefits | <input type="checkbox"/> Windfall | <input type="checkbox"/> Business income/earnings |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Redundancy | <input type="checkbox"/> Employment income/earnings | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> None |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

8. Beneficial Owners (continued).

Beneficial Owner 5

Full name (as per identification document)

Other name(s) (if any)

Are you a Bank of Melbourne customer? If yes, then please provide your Customer Number
(Your Customer Number can be found on your statement in Bank of Melbourne Online Banking)

Date of birth

/ /

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full address (not a PO Box)

Street

Suburb

State

Postcode

Mobile number

Email address

Is Beneficial Owner 5 a tax resident of any country outside of Australia?

☐ Yes

☒ Please indicate below the country(ies) in which Beneficial Owner 5 is a resident for tax purposes and each country’s associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

☐ No

☒ Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

8. Beneficial Owners (continued).

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- | | | |
|--|---|--|
| <input type="checkbox"/> Transactional | <input type="checkbox"/> Wealth | <input type="checkbox"/> Correspondent banking |
| <input type="checkbox"/> Savings | <input type="checkbox"/> Short-term borrowing | <input type="checkbox"/> Financial markets |
| <input type="checkbox"/> Protection | <input type="checkbox"/> Long-term borrowing | |

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- | | | |
|--|---|---|
| <input type="checkbox"/> Salary/wages | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Commission | <input type="checkbox"/> Redundancy | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Bonus | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Windfall |
| <input type="checkbox"/> Loan | <input type="checkbox"/> Government benefits | <input type="checkbox"/> Tax refund |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> Insurance payment |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Rental Income | <input type="checkbox"/> Business income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Government benefits | <input type="checkbox"/> Windfall | <input type="checkbox"/> Business income/earnings |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Redundancy | <input type="checkbox"/> Employment income/earnings | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> None |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

9. Foreign Tax Residency statement.

We are required to identify tax residents of a country(ies) other than Australia in order to meet account information reporting requirements under local and international laws.

If at any time after account opening, information in our possession suggests that you, the entity and/or any individual who holds ownership and/or control in the entity of 25% or more (Beneficial Owner/Controlling Person) may be a tax resident of a country(ies) other than Australia, you may be contacted to provide further information on your foreign tax status and/or the foreign tax status of the entity and/or any Beneficial Owners/Controlling Persons. Failure to respond may lead to certain reporting requirements applying to the account.

You certify that if at any time there is a change to the foreign tax status details for you, the entity and/or any controlling persons, you will inform the bank. You also certify that if at any time there is a change of a controlling person/s in your entity, you will inform the bank.

A Beneficial Owner/Controlling Person refers to the individual(s) that directly or indirectly owns a legal interest in the entity of 25% or more and/or exercises actual effective control over the entity, whether from an economic or other perspective such as through voting rights. In addition, in the case of a trust, a Beneficial Owner/Controlling Person includes the settlor(s), trustee(s), appointer(s), protector(s), beneficiary(ies) or classes of beneficiaries and in the case of an entity other than a trust, the term includes persons in equivalent or similar positions.

10. Privacy statement and consent request.

Privacy Statement.

All personal information we collect about you is collected, used and disclosed by us in accordance with our Privacy Statement which is available at bankofmelbourne.com.au/privacy/privacy-statement or by calling us on **13 22 66**. Our Privacy Statement also provides information about how you can access and correct your personal information and make a complaint. You do not have to provide us with any personal information, but if you don't, we may not be able to continue to provide products or services to the customer for which you are a trustee, partner, representative, beneficial owner, or controlling person.

Consent Request.

You consent to Bank of Melbourne collecting and holding any sensitive information (such as health information or information about your racial or ethnic origin) which appears on certified copies of your identity documents. You will not be able to withdraw your consent to Bank of Melbourne holding this information after it has been provided because Bank of Melbourne is required to retain copies of identification documents under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006*.

If you do not consent to Bank of Melbourne's collection of any such sensitive information, you may verify your identity in person at any Bank of Melbourne branch.

11. Declaration.

Customer declaration.

I acknowledge and declare that to the best of my knowledge, the information I have provided above is true and correct as at the date of this document. I have been duly appointed by the entity and authorised to sign for and on behalf of the entity. I understand that it is an offence to knowingly give false or misleading information or knowingly produce a false or misleading document under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006*. I confirm that there have not been any changes or amendments to the certified document on and from the date on which it was certified.

Where I am providing personal information about another individual, I have made them aware:

- that I will be doing this; and
- that Bank of Melbourne will collect, use and share their personal information in accordance with its Privacy Statement available at bankofmelbourne.com.au/privacy/privacy-statement

Where I am providing Bank of Melbourne with another person's sensitive information, I have obtained their consent to sharing it with Bank of Melbourne and their consent to Bank of Melbourne collecting, using and disclosing their sensitive information in accordance with Bank of Melbourne's Privacy Statement.

Signature of authorised person



Position held (Chairperson/President or Equivalent))

Entity name

Date of signature

 / /

Full name (given name/s and family name)

Customer Number (if applicable)

Are you also a Beneficial Owner and have provided your details in Section 8?

☐ Yes

☒ No ➤ Please continue completing Signatory details questions below

Full name (as per identification document)

Other names (if any)

Date of birth

Employment Type (e.g. Full Time, Part Time, Casual)

Occupation

Full residential address (not a PO Box)

Street

Suburb

State


Postcode

Email address

Mobile number

11. Declaration (continued).

Are you a tax resident of any country outside of Australia?

☐ Yes  Please indicate below the country(ies) in which you are a resident for tax purposes and each country's associated Tax Identification Number (TIN)* (Min 1 – Max 5):

Country	Foreign TIN
1	
2	
3	
4	
5	

☐ No  Go to next question

* A Foreign TIN is an identifying number or equivalent issued by the individual's country of tax residency that is used for tax purposes. If you're a tax resident in a jurisdiction that doesn't issue a TIN or equivalent, you'll need to provide evidence (which could include publicly available information) from an official authority written in English.

Purpose of business relationship (please select one or more options)

This refers to your reasons for engaging with us to obtain products and services. Customers may have multiple reasons for dealing with us. Please indicate **all** your reasons.

- ☐ Transactional
- ☐ Wealth
- ☐ Correspondent banking
- ☐ Savings
- ☐ Short-term borrowing
- ☐ Financial markets
- ☐ Protection
- ☐ Long-term borrowing

Source of funds (please select one or more options)

This refers to the origin of the funds that are the subject of the business relationship between you and us. Many customers have multiple sources of funds. Please indicate **all** your sources of funds.

- ☐ Salary/wages
- ☐ Inheritance
- ☐ Compensation payment
- ☐ Commission
- ☐ Redundancy
- ☐ Gift/donation
- ☐ Bonus
- ☐ Liquidation of assets
- ☐ Windfall
- ☐ Loan
- ☐ Government benefits
- ☐ Tax refund
- ☐ Business profits
- ☐ Superannuation/pension
- ☐ Insurance payment
- ☐ Sale of assets
- ☐ Investment income/earnings
- ☐ Rental Income
- ☐ Business income/earnings
- ☐ Additional sources (please specify)

11. Declaration (continued).

Source of wealth (please select one or more options)

This refers to the origin of your total net assets/total net worth. Many customers will have multiple sources of wealth. Please indicate **all** your sources of wealth.

- | | | |
|--|---|--|
| <input type="checkbox"/> Government benefits | <input type="checkbox"/> Windfall | <input type="checkbox"/> Business income/earnings |
| <input type="checkbox"/> Business profits | <input type="checkbox"/> Inheritance | <input type="checkbox"/> Compensation payment |
| <input type="checkbox"/> Rental income | <input type="checkbox"/> Liquidation of assets | <input type="checkbox"/> Gift/donation |
| <input type="checkbox"/> Redundancy | <input type="checkbox"/> Employment income/earnings | <input type="checkbox"/> Owns real estate/property |
| <input type="checkbox"/> Insurance payment | <input type="checkbox"/> Superannuation/pension | <input type="checkbox"/> None |
| <input type="checkbox"/> Sale of assets | <input type="checkbox"/> Investment income/earnings | |
| <input type="checkbox"/> Additional sources (please specify) | | |

Bank use only

Please contact the Business Identification Team on 1800 100 238 (WBC) between 9am – 5pm AEST Mon – Fri.

The team will be able to assist customers with completing the form.

Kindly check all sections of the form are completed and signed. Please check all required documents are certified correctly.

Send completed form and certified identification to businessIDBOM@bankofmelbourne.com.au after completing the Employee Declaration.

Employee Declaration:

I have followed the process for identification and verification as required by policy and procedure and have verified the required information provided by the customer using approved verification source(s). Where the verification source has been provided by the customer the document is to the best of my knowledge a certified copy.

Employee name (print)

Employee salary number

Employee signature

Date