



Chartered Accountants

John Nobilo, B.Com.,CA (PP)

Member of NZICA

Individual

Identity verification form

*These fields must be completed

(A separate form must be completed for each individual)

Please send this completed form and supporting documents to:
National Accountants Limited,
PO Box 300 114
Albany 0752
Please call us on **09 415-7518** if you have any queries.

Please note that anyone acting on your behalf (e.g. under Power of Attorney) must complete a separate 'Acting on behalf of' identity verification form.

(a) Your personal details

Title Mr Mrs Ms Miss Dr Other

*Date of birth

*First names

*Surname

Organisation (where applicable)

*Residential address

Postcode

*Postal address

Postcode

*Please provide at least one contact number

Home phone ()

Work phone ()

Mobile phone ()

*Email address

(b) *Provide your identification to verify your identity and address

Please complete Option 1 in the table below and attach copies of the requested document (please tick which document you are providing). If you cannot provide a document from Option 1, then complete Option 2 or 3.

Option 1 ONE document from this section			
<input type="checkbox"/> NZ passport (Identity page)	<input type="checkbox"/> NZ firearms licence	<input type="checkbox"/> Overseas passport (Identity page)	<input type="checkbox"/> NZ certificate of Identity
Option 2 <input type="checkbox"/> NZ Driver's Licence PLUS (ONE of the documents from this section)			
<input type="checkbox"/> Super Gold card	<input type="checkbox"/> NZ full birth certificate/Birth certificate issued by foreign government	<input type="checkbox"/> NZ citizenship certificate/Citizenship certificate issued by foreign government	<input type="checkbox"/> Bank statement or IRD statement issued in your name in the last 6 months

Option 3 18+ identity card **PLUS** (ONE of the documents from this section)

NZ full birth certificate/Birth certificate issued by foreign government

NZ citizenship certificate/Citizenship certificate issued by foreign government

IMPORTANT: If you are providing previously certified identity documents, please ensure the documents have been certified not more than 3 months prior. Please attach only the certified photocopies of the original documents to this form.

Proof of address

As well as providing your identity documents you must also supply proof of your address. Tick one document option from this section.

The document you supply needs to be addressed to you, and show the residential address detailed in section (a) and dated within the last 6 months. Letter

or invoice from utility company Bank statement Letter from government agency (e.g. Inland Revenue, rates bill)

Please see section (c) **Certify or verify your documents** on the next page.

(c) *Certify or verify your documents

Your documents can be certified by a trusted referee (use the first section below for certifying documents in New Zealand **or** use the second section below for certifying documents overseas), **or** verified by National Accountants employee acting as an agent of National Accountants (use the third section below).

If you are having documents certified outside New Zealand, your trusted referee must be a person who is authorised to take statutory declarations under the laws of the overseas country, state or territory where the documents are being certified. For more guidance on who can act as a trusted referee overseas, please contact your National Accountants.

DECLARATION BY TRUSTED REFEREE (CERTIFYING IN NEW ZEALAND)

I, confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement are true copies of those documents **initialled and dated** by me.
- 2. The documents that have been provided represent the identity of the person named in section (a) of this form.
- 3. I am a **(tick one of the following)**

- New Zealand Lawyer
- Justice of the Peace
- Notary Public
- Registered Medical Doctor
- Chartered Accountant
- Police Constable
- Registered Teacher
- Kaumātua
- Member of Parliament
- Minister of Religion
- Commonwealth Representative
- NZ Honorary Consul
- Fellow of the New Zealand Institute of Legal Executives acting in the employment of a lawyer
- Registrar or Deputy Registrar of the High Court or a District Court

- 4. I am not related to and do not live at the same address as the person named in section (a) of this form.

Signature of trusted referee

Dated

OR

DECLARATION BY TRUSTED REFEREE (CERTIFYING OUTSIDE NEW ZEALAND)

I, confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement are true copies of those documents **initialled and dated** by me.
- 2. The documents that have been provided represent the identity of the person named in section (a) of this form.

3. I am a

4. In this capacity, I am authorised to take statutory declarations under the laws of

- 5. I am not related to and do not live at the same address as the person named in section (a) of this form.

Signature of trusted referee

Dated

OR

DECLARATION BY NATIONAL ACCOUNTANTS EMPLOYEE (AS AGENT OF NATIONAL ACCOUNTANTS)

I, confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement, are true copies of those documents **initialled and dated** by me.
- 2. I have no reason to believe that this person is not who he/she claims to be.
- 3. National Accountants Limited has authorised me to be its agent to conduct customer due diligence procedures and obtain any information required for customer due diligence under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 and I acknowledge that National Accountants Limited is relying on me to perform those functions for it.
- 4. I am not related to and do not live at the same address as the person named in section (a) of this form.

Signature of Compliance officer

Dated