

# Customer Identification Checklist

Note: Only to be completed for face-to-face client verification  
(Please complete a separate form for each Applicant, Guarantor and loan signatory)

## 1. INDIVIDUAL APPLICANTS AND / OR GUARANTORS

Applicant
  Guarantor
  Mortgagor
  Other

## 2. CUSTOMER PERSONAL INFORMATION

Full Legal Name  Date of Birth

Have you been known by any other names? If Yes, please provide details below.

Residential Address

## 3. VERIFICATION OF CUSTOMER IDENTITY

Satisfy one of the categories below

CATEGORY	IDENTIFICATION DOCUMENTS REQUIRED
<input type="checkbox"/> 1	Australian or Foreign Passport; <b>PLUS</b> Australian Drivers Licence or Photo Card; <b>PLUS</b> Change of Name or Marriage Certificate (if applicable)
<input type="checkbox"/> 2	Australian or Foreign Passport; <b>PLUS</b> Full Birth or Citizenship Certificate; <b>PLUS</b> Medicare or Centrelink or Department of Veterans Affairs Card; <b>PLUS</b> Change of Name or Marriage Certificate (if applicable)
<input type="checkbox"/> 3	Australian Drivers Licence or Photo Card; <b>PLUS</b> Full Birth or Citizenship Certificate; <b>PLUS</b> Medicare or Centrelink or Department of Veterans Affairs Card; <b>PLUS</b> Change of Name or Marriage Certificate (if applicable)
<input type="checkbox"/> 4	(a) Australian or Foreign Passport; <b>PLUS</b> Another form of government issued photographic identity; <b>PLUS</b> Change of Name or Marriage Certificate (if applicable) <b>OR</b> (b) Australian or Foreign Passport; <b>PLUS</b> Full Birth Certificate; <b>PLUS</b> Another form of government issued identity Document; <b>PLUS</b> Change of Name or Marriage Certificate (if applicable)

### IMPORTANT

1. You must **sight** and **certify** each original document. The documents produced must be current, except for an expired Australian Passport that was current within the preceding 2 years.

2. If documentation is not written in English, an original English Translation must be provided by an approved translation service.

## 4. BROKER DECLARATION

•

being an LoanOne Pty Ltd accredited Broker accept appointment as LoanOne Pty Ltd's Identity Agent for the sole purpose of verifying the identity of the person described in this document under Verification of Identity ("Standard").

• By signing below I hereby certify that I met with the customer face to face and performed a Verification of Identity (VOI) which took place at;  On

- I am not a party to this transaction;
- The identification relates to the customer with details provided in section 2;
- The original identification documents as listed in section 3 of this certificate were produced to me and copies of these documents signed; dated and endorsed by me as true copies are attached to this form;
- The documentation provided is current or within acceptable time frames;
- All photographic identification is a reasonable likeness to the individual; and
- Nothing in my dealings with the person being identified has raised a suspicion concerning their identity or proposed transaction

Signature  Date