









**PART II – ACCEPTABLE SECONDARY ID DOCUMENTS** – *should only be completed if the individual does not own a document from Part I*

Tick ✓ **Select ONE valid option from this section**

- Australian birth certificate.
- Australian citizenship certificate.
- Pension card issued by Centrelink.
- Health card issued by Centrelink.

Tick ✓ **AND ONE valid option from this section**

- 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.
- 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.*

**PART III – ACCEPTABLE FOREIGN ID DOCUMENTS** – *should only be completed if the individual does not own a document from Part I*

Tick ✓ **BOTH documents from this section must be presented**

- Foreign driver's licence that contains a photograph of the person in whose name it issued and the individual's date of birth.\*
- National ID card issued by a foreign government containing a photograph and a signature of the person in whose name the card was issued\*

*\*Documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator.*

**2C. Record Of Verification Procedure**

**IMPORTANT:**

- **Attach** a legible copy of the ID documentation used to verify the individual member (and any required translation).
- **Alternatively, if agreed** between your licensee and the product issuer, complete the ID Document Details below, and **DO NOT** attach copies of the ID Documents.

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		
Issue date / Search date		
Accredited English Translation	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted