

Identification reference for a signatory to an account (s21)



CIS No.

Account number

Financial Transaction Reports (FTR) Act 1988. As authorised by AUSTRAC see overleaf for guidance notes

A. Signatory details

Name of signatory
Title Surname Given names
Address Postcode
Signature (to be signed in the presence of the referee) Date
/ /

B. Details examined by referee

Primary identification document e.g.: birth certificate, citizenship certificate, or international travel document (passport)
Name on document Date of birth Type of document Document number
Date of issue Date of expiry Office or Country of issue
Secondary identification document
Name on document Date of birth Type of document Document number
Address Postcode
Issued by Date of issue Date of expiry
/ / / / /

C. Details of acceptable referee

Name of acceptable referee
Title Surname Given names
Occupation Category of referee (see list overleaf)
Address Postcode

D. Statement by acceptable referee

What period of time have you known the signatory? (minimum 12 months)
The signatory has been commonly known to me by the name shown in part A for a period of:
I have examined the identification documents whose details are shown in Part B, consisting of (tick one):
 A primary document in the name shown in Part A
 A secondary document in the name shown in Part A, plus a primary document in a former name
 Only a secondary document in the name shown in Part A
Where the name on the primary identification document differs from the name used by the signatory in relation to the account, the explanation given by the signatory is:
Where only a secondary identification document is examined, the explanation given by the signatory as to why a primary identification document was not produced, is:
The signatory signed the identification reference in my presence.
Signature Date
/ /

Privacy Statement

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Notes of guidance for acceptable referees An Identification Reference must be signed in the presence of an acceptable referee. It is an offence under the Financial Transaction Report Act to make a false or misleading statement. An Identification Reference is to be provided for each signatory to an account and comprises a written and signed reference by a person within a specified class of acceptable referees, declared by the Minister by Notice in the Gazette (see list below). The reference must set out the name used by the signatory in relation to the account and must state that:

- the referee has known the signatory for a specified period (minimum 12 months), and
- that the signatory has been commonly known by that name;
- the referee has examined:
 - a primary identification document for the signatory in that name; or
 - a secondary identification document for the signatory in that name, and a primary identification document in a former name; or
 - only a secondary identification document for the signatory in that name.

Primary identification documents are:

- birth certificate
- citizenship certificate
- international travel document:
 - current passport
 - expired passport which has not been cancelled and was current within the preceding 2 years
 - other document of identity having the same characteristics of a passport (e.g. this may include some diplomatic documents and some documents issued to refugees).

Secondary identification documents are: documents (other than a primary identification document) which establishes the identity of the signatory. Please note: If a secondary identification document only is relied upon, that fact must be notified by the cash dealer to the director of AUSTRAC.

Categories of acceptable referees	Category number	Category number
	1. Accountants (Members of the Institute of Chartered Accountants, the Australian Society of Accountants, or the National Institute of Accountants)	20. Members of an Aboriginal Community Council and recognised community elders of an Aboriginal Community
	2. Members of a Council	21. Medical Practitioners
	3. Bank, building society and credit union employees and agents authorised by their institution to open accounts	22. Members of Federal or State Parliament
	4. A full-time employee of a financial institution, or of a corporation that is a registered corporation within the meaning of the Financial Corporations Act 1974; who has been employed continuously for at least 5 years by one or more of the financial bodies	23. Members of the Legislative Assembly of the ACT, Northern Territory or Norfolk Island
	5. International bank employees authorised by their institution to open accounts, where the international bank engages in a transaction with a cash dealer	24. Ministers of Religion who are authorised Marriage Celebrants
	6. Bailiffs	25. Notaries Public
	7. Barristers	26. Nursing Sisters
	8. Clerks of Courts	27. Pharmacists
	9. Clerks of petty sessions	28. Police Officers in charge of Police Stations
	10. Commissioned Officers currently serving in the defence forces	29. Police Officers of the rank of Sergeant or above
	11. Dentists	30. Postal Managers
	12. Diplomatic or consular officers of an Australian Embassy, High Commission or Consulate, either in Australia or overseas	31. Public employees – current full-time employees of Commonwealth, State, Territory or Local Governments or Statutory Authorities, who have been employed for at least 5 years by one or more of those employers
	13. Holders of statutory offices for which an annual salary is payable	32. Registrars of Federal, State or Territory Courts
	14. Insurance company full-time employees who have been employed continuously for at least 5 years by such company	33. Sheriffs
	15. Judges and Masters of Federal, State and Territory Courts	34. Solicitors
	16. Commissioners for Oaths	35. Stipendiary Magistrates
	17. TAB Agents	36. Teachers – full-time, who have been teaching for more than 5 years at school or tertiary institutions
	18. Tax Agents	37. Veterinary Surgeons
	19. Justices of the Peace	38. Members of the Institute of Corporate Managers, Secretaries and Administrators
		39. Members or Fellows of the Association of Taxation and Management Accountants
		40. Members of the Institute of Engineers, Australia, other than a member with a grade of a student
		41. Fellow member of the National Tax and Accountants Association Limited

Identification of Applicants When opening an AccessOne account for a non-existing St.George customer, it is imperative that the following steps are administered to fulfil the Financial Transaction Requirement Act. Current existing St.George customers do not need to be identified.

1. Each applicant must provide one form of primary identification and one form of secondary identification as listed at the back of the "Identification reference for a signatory to an account [s21]" form.
2. Refer to "Identification reference for a signatory to an account [s21]" form and complete sections A, B, C and D.
3. Photocopy identification documents.
4. Attach "Identification reference for a signatory to an account [s21]" form and a photocopy of the identification documents along with the account application form when returning to St.George Bank in the enclosed reply paid envelope.

CHS retain in Customer File
GHS forward to Image Management via the Red Image Management Satchel