



IDENTIFICATION FORM - SOLE TRADER

The *Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth)* requires the Commonwealth Bank of Australia to confirm your identity before you are eligible to lodge funds into the CommInvest Term Deposit. If the Commonwealth Bank of Australia is not able to confirm your identity, it may not be able to lodge your funds into the CommInvest Term Deposit.

This Identification Form will assist the Commonwealth Bank of Australia in confirming your identity. Please complete the Identification Form and return it together with any other documents, which it instructs you to provide, as soon as practicable. If you do not provide the required information, we may not be able to lodge your funds into the CommInvest Term Deposit.

You can lodge your completed Identification Form and documents, in addition to the Completed CommInvest Product Application Form by mail using the enclosed reply paid envelope to:

CommInvest Deposit Centre
GPO Box 2867
Melbourne, VIC 3001
Australia

What documentation do you need to provide?

An original certified copy of the sole trader's drivers licence

Your drivers licence must be current and issued in Australia and contain a photograph of you. Please certify a copy of both the front and back of the drivers licence.

OR

An original certified copy of the sole trader's passport

The passport must be current if it is issued by a foreign government. For an Australian passport it must be current or have expired within the preceding 2 years. The passport must contain a photograph of the sole trader.

Any documentation provided that is written in a language other than English, must be accompanied by an English translation prepared by an accredited translator.

If you are not sure how to complete this form or you are not able to provide any of the documents required please contact the CommInvest Deposit Information Line on: 1800 730 543 (from within Australia) or +61 3 9415 4207 (from outside of Australia).

How to provide Certified Copies of Documents

Each document provided with this form must be certified by an “acceptable certifier”. We will not accept photocopies or faxes of a certification.

Please ask the certifier to include the following certification on each page of the document:

Details of certifier:

- their full name;
- by reference to the listing below, a statement as to which category of authorised certifier the person is;
- a statement either the same as or to the effect of:
 - *I certify this is a true and correct copy of the original document which I have sighted*” (for use where there is only a single page); or
 - *“I certify that this page is a true and correct copy of the original document which I have sighted”*; and
- date of certification.

Acceptable Certifiers

1. a legal practitioner enrolled in a Supreme Court of a State, or Territory or the High Court of Australia
2. a judge of a court
3. a magistrate
4. a chief executive officer of a Commonwealth court
5. a registrar or deputy registrar of a court
6. a Justice of the Peace
7. a notary public
8. a police officer
9. an agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
10. a permanent employee of the Australian Postal Corporation who supplies postal services and who has been continuously employed for 2 or more years
11. an Australian consular officer or Australian diplomatic officer
12. an officer with 2 or more continuous years service with one or more financial institutions
13. a finance company officer with 2 or more continuous years service with one or more finance companies
14. an officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more years continuous service with one or more licensees
15. a member of the Institute of Chartered Accountants in Australia, CPA Australia, or the National Institute of Accountants with 2 or more years continuous membership



Please return completed form to:
CommInvest Deposit Centre
GPO Box 2867 Melbourne
Victoria 3001 Australia
Enquiries (within Australia) 1800 730 543
(outside Australia) +61 3 9415 4207

Sole Traders Form

This form is important, if you are unsure as to how to complete it, please contact your CommInvest Term Deposit Centre on 1800 730 543 (within Australia) or +61 3 9415 4207 (outside Australia) without delay.

You must complete this form if you will be investing in a CommInvest Term Deposit as a Sole Trader. If you will be investing in another capacity, please call the CommInvest Term Deposit Centre (as above) for further information.

Please provide the following information

A Given Name(s) - it is important to state all given name(s) in full

Surname Date of Birth (DD/MM/YYYY)

B Residential address (PO Box not acceptable)
Street Number Street Name

Suburb State Postcode

Country

C Business name (if any) ABN (if any)

D Enter your contact details
Contact Name Telephone Number - Business Hours/After Hours

REGISTRY USE ONLY

