

Customer Identification Requirements



Under the Anti Money Laundering and Counter-Terrorism Financing Act we are obligated to verify the information you have provided to us on your application form and we will need to confirm your identity by completing a 100 points identification form.

- Step 1** Review the document list below and gather all required forms of documentation.
- Step 2** Present ALL original required documentation to Winsec Savings & Loans.
- Step 3** If you cannot attend our office with the original required documentation, please ensure all copies have been certified by an eligible person.

What is a 'certified copy' of document?

A **certified** copy is a copy of a primary document that has on it an endorsement or certification that it is a true copy of the primary document. It does not certify that the primary document is genuine, only that it is a true copy of the primary document.

Documents need to be certified by a person who is authorised to do so. A schedule listing authorised persons can be found online under *Statutory Declarations Regulations 1993*– [Schedule 2](#) or [contact our office for information](#).

Documentation for Individual identification

(Note: One or more of the items listed will be required)

Identification must include one document with photo identification.

- Birth Certificate
- Current Passport
- Expired Passport
- Citizenship Certificate
- Drivers Licence
- Student photo ID card
- Pension concession card or Health Care card
- Public Utilities record
- Medicare card
- Financial Institution passbook, account statement, debit or credit card
- Rates Notice or Title Search
- Name/address confirmation by current/previous employer

Documentation for Non-Individual identification

Investments in the name of a Superannuation Fund, Trust, Company, Association or other entity will require additional identification documentation ie. copy Trust Deed or Minutes of Meeting. We will advise you what extra identification is required.

Providing financial services to the Wangaratta community since 1990

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Australian Credit Licence
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