



ACCOUNT OPENING INFORMATION

Northern Inland Credit Union Limited ABN 36 087 650 422 AFSL 235022

Due to the variations in individual documents, you may be required to supply further information.

See over for Lists A, B and C of identification documents

ADULT

- One item from List A OR
- One item from List B AND one item from List C.

CHILD UNDER 12

Membership is opened in the name of the adult on trust for the child. The adult is identified with:

- One item from List A OR
- One item from List B AND one item from List C.

CHILD 12 – 18 YEARS OLD

Membership is opened in the name of the child. The child is identified with:

- One item from List A OR
- Birth certificate OR
- Birth extract

SOLE TRADER

To identify the business:

- Business Name Registration Certificate

To identify the proprietor and signatories:

- One item from List A OR
- One item from List B AND one item from List C.

PARTNERSHIP

To identify the Partnership:

- Business Name Registration Certificate (if applicable)
- Partnership agreement (if applicable)

To identify each partner and signatories:

- One item from List A OR
- One item from List B AND one item from List C.

PTY LTD COMPANY

To identify the company:

- Constitution showing ACN
- Business Name Registration Certificate (if applicable)

To identify the Chairperson and signatories:

- One item from List A OR
- One item from List B AND one item from List C.

TRUST

Where the trustee is a natural person:

- One item from List A OR
- One item from List B AND one item from List C.

Where the trustee is a company:

- Company's Constitution showing ACN

To identify the Trust:

- Trust Deed OR
- Grant of Probate OR
- Letters of Administration OR
- Guardianship Tribunal Order or state equivalent

INCORPORATED ASSOCIATION

To identify the association:

- Any identifying number eg ARBN
- Constitution

To identify the Chairperson and signatories:

- One item from List A OR
- One item from List B AND one item from List C.

UNINCORPORATED ASSOCIATION

To identify the club:

- Constitution or written rules (if applicable)

To identify the office bearers as signatories:

- One item from List A OR
- One item from List B AND one item from List C.

ESTABLISHING A MEMBERSHIP: REQUIRED DOCUMENTS

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PLEASE NOTE: All documents should be current unless otherwise stated. If you are unable to produce the original document, NICU accepts certified copies of documents where the person making the certification is a **Justice of the Peace** or **Solicitor, Barrister** or **Notary Public** or **Accountant**. Ask your certifying person to include on the certification their full name, any registration number and address.

If a document is written in a language other than English, it must be accompanied by an English translation prepared by an accredited translator.

<p>List A - Primary Photographic Identification Documents</p>	<ul style="list-style-type: none"> ▪ photo driver's licence issued by a State or Territory or foreign government ▪ photo ID proof of age card issued by a State or Territory ▪ current passport (or expired within last 2 years) issued by the Commonwealth ▪ passport, with photo of the person, issued by a foreign government, the United Nations, or a UN agency - if not in English - accompanied by an English translation prepared by an accredited translator ▪ national ID card, with photo and signature of the person, issued by a foreign government, the United Nations, or a UN agency - if not in English - accompanied by an English translation prepared by an accredited translator
<p>List B - Non-photographic Identification Documents</p>	<ul style="list-style-type: none"> ▪ birth certificate issued by a state or territory ▪ birth extract issued by a state or territory ▪ citizenship certificate issued by the Commonwealth ▪ pension card issued by Centrelink ▪ birth certificate issued by a foreign government or the UN - if not in English - accompanied by an English translation prepared by an accredited translator ▪ citizenship certificate issued by a foreign government - if not in English - accompanied by an English translation prepared by an accredited translator
<p>List C - Secondary Identification Documents</p>	<ul style="list-style-type: none"> ▪ a notice: <ul style="list-style-type: none"> ○ issued to an individual by the Commonwealth, a State or Territory within the preceding twelve months; ○ contains the name of the individual and his or her residential address; and ○ records the provision of financial benefits to the individual under a law of the Commonwealth, State or Territory (as the case may be); - (eg: a letter or notice from Centrelink) ▪ a notice: <ul style="list-style-type: none"> ○ issued to an individual by the Australian Taxation Office within the preceding 12 months; ○ contains the name of the individual and his or her residential address; and ○ records a debt payable to or by the individual by or to (respectively) the Commonwealth under a Commonwealth law relating to taxation; - (eg tax assessment from ATO) ▪ a notice: <ul style="list-style-type: none"> ○ issued to an individual by a local government body or utilities provider within the preceding three months; ○ contains the name of the individual and his or her residential address; and ○ records the provision of services by that local government body or utilities provider to that address or to that person – (eg a rates notice, Council water rates notice, electricity bill, gas bill, telecommunications bill) ▪ a notice: <ul style="list-style-type: none"> ○ issued to a minor by a School principal within the last 3 months ○ contains the name of the minor and their residential address; and ○ records the period of time the minor attended the school – (eg <i>school report if it meets all above requirements</i>)