

Identification and address requirements – Incorporated society account.

To help get you started and ensure you have a seamless experience with us, we need some information from you. We need to collect this information to help keep you secure, and to comply with the law. You can provide us with identification and proof of address in a number of different ways. Here are some of your options:

Who do we need information from?

When an incorporated society sets up a new account (as either a new or existing customer), we need to collect information about the society **and** some individuals associated with the society. These individuals include:

- Office-holders;
- Any other individuals with control over the management of the society's affairs;
- Any individuals with a greater than a 25% interest in the society's assets; and
- Any persons acting on behalf of the society (such as those with signing authority or power of attorney).

Please bring your foreign tax identification number (TIN), if applicable. You may also need to bring the foreign tax information (including TIN) for the people mentioned above.

What do I need for proof of address?

Society address.

- Societies and Trusts register **and**;

Associated individual address.

One of the following dated in the last 12 months for each individual:

- Utility bill
- Statement/correspondence from another financial institution
- Insurance policy document (not issued by Westpac Group)
- Unexpired rental or tenancy agreement
- Correspondence from a government agency containing a unique reference (such as IRD number, Client File Number or Tenancy Bond reference number).

What ID do I need to bring?

Society ID.

- Societies and Trusts register **and**;

Associated individual ID.

Either one of the following:

- NZ driver licence (must be current and able to be verified electronically by Westpac)
- NZ or overseas passport (must be a signed passport. Please also bring ImmigrationNZ letter, if you hold a visa to study/work/stay in NZ)
- NZ firearms licence
- NZ refugee travel document
- NZ emergency travel document

OR

- Bring in your birth certificate with your KiwiAccess card
- **or** SuperGold Card/Community Services card, **with** a letter issued by a NZ Government agency that contains your name and signature.

Is there anything else I need to bring?

In some cases, we may need to ask you for more information before opening a new account. For example, we may need to check and verify the society's source of funds or wealth. Please contact us to check if there is anything additional you need to bring into your local branch.

