

# Customer ID form



This form is to be completed by a Broker / Mortgage Manager.

- Please note, this form should only be used when the applicant is unable to complete our digital ID solution, NextGenID or IDYou.
- NextGen ID is now the primary path for Resimac Brokers and Mortgage Managers to verify the applicant's identity.
- If the applicant is unable to complete their verification of identity digitally, follow the instructions below to complete the Customer ID form.

## Step 1: Applicant / Guarantor details

### Applicant / Guarantor 1

<input type="text"/>
First name
<input type="text"/>
Middle name(s)
<input type="text"/>
Surname
Date of birth (DD/MM/YYYY): <input type="text"/>
<input type="text"/>
Residential address
<input type="text"/>
Suburb
<input type="text"/>
State
<input type="text"/>
Postcode

### Applicant / Guarantor 2

<input type="text"/>
First name
<input type="text"/>
Middle name(s)
<input type="text"/>
Surname
Date of birth (DD/MM/YYYY): <input type="text"/>
<input type="text"/>
Residential address
<input type="text"/>
Suburb
<input type="text"/>
State
<input type="text"/>
Postcode

## Step 2: Introducer declaration

### Applicant / Guarantor 1

By signing this form, I confirm that the applicant's identity was verified via *(tick one)*:

- ☐ **Face-to-face:** I have sighted the original identification document(s) outlined below; or
- ☐ **Video technology:** I have sighted the applicant with the identification document(s) outlined below; or
- ☐ **Non face-to-face:** I have sighted the certified copies of the identification document(s) outlined below.

### Applicant / Guarantor 2

By signing this form, I confirm that the applicant's identity was verified via *(tick one)*:

- ☐ **Face-to-face:** I have sighted the original identification document(s) outlined below; or
- ☐ **Video technology:** I have sighted the applicant with the identification document(s) outlined below; or
- ☐ **Non face-to-face:** I have sighted the certified copies of the identification document(s) outlined below.

## Interviewer verification

- I have conducted the verification of identity in compliance with VOI requirements.
- Photographic documentation is of 'reasonable likeness' of the individual.
- Documentation provided is current or within acceptable timeframes.
- I am not a party to this transaction (including my spousal or de facto partner).

<input type="text"/>	<input type="text"/>
Full name of interviewer	Address of interview
<input type="text"/>	Date: <input type="text"/>
Signature of interviewer	

## Guide of acceptable identification documents

### Identification document type - Provide ONE of the following:

### Broker guidance:

1. Australian Drivers Licence (must be current).	<ul style="list-style-type: none"> <li>• Clear copies of identification documents held must contain matching personal information.</li> <li>• If the individual has a different name from that on an identification document, you will also need to provide a change of name documentation or marriage certificate.</li> <li>• Certificates must be issued by the Registry of Births, Deaths and Marriages. Foreign birth certificates not in English must be accompanied by NAATI translation certificated.</li> </ul>
2. Australian Passport (either a current passport or a passport that expired within the last two years).	
3. Government Proof of Age Card or Photo Card issued in Australia (must be current).	
4. a) Foreign Passport (must be current); <b>AND</b> b) A copy of the approved visa (i.e. VEVO) issued by the Department of Home Affairs.	

## Acceptable list of certifiers

### 1. A person who, under a law in force in a State, Territory or Commonwealth is currently licensed or registered to practice the following occupations.

- |                      |                        |                   |                       |
|----------------------|------------------------|-------------------|-----------------------|
| • Chiropractor       | • Medical practitioner | • Patent attorney | • Psychologist        |
| • Dentist            | • Nurse                | • Pharmacist      | • Trademarks attorney |
| • Legal practitioner | • Optometrist          | • Physiotherapist | • Veterinary surgeon  |

### 2. A person who is enrolled on the roll of Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described).

### 3. An Australian Consular Officer or Australian Diplomatic Officer.

### 4. The following if they have two or more years of continuous service or time with licenses:

- An officer with, or an authorised representative of, the holder of an Australian Financial Services Licence.
- An officer with, or a credit representative of, the holder of an Australian Credit Licence.
- Justice of the Peace.
- Employee of Australia Post.
- Chartered Accountant or Certified Practising Accountant (CPA).
- Police Officer.
- Teacher (full time employed as such).
- A person authorised as a notary public in a foreign country.