

# ID Requirements Factsheet



The Trustee maintains high standards of security for the protection of members including strict adherence to legislation which requires us to verify your identity. The Trustee must be reasonably satisfied that you exist and you are who you claim to be. We do this by asking you to provide certified identification documents.

## About the Anti-Money Laundering and Counter-Terrorism Financing ACT 2006 (AML/CTF Act)

In 2006 the Federal Government enacted the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (AML/CTF Act). The purpose of this legislation is to enable Australia's financial sector to maintain international business relationship, detect and prevent money laundering and terrorism financing by meeting the needs of law enforcement agencies and to bring Australia into line with international standards. As LESF is a reporting entity pursuant to the AML/CTF Act, we must meet stringent investor identification and verification requirements.

### Documents required to confirm your identify:

- One document from Section A, OR
- One document from Section B AND Section C

Section A	
Current driver's licence issued under State or Territory Law.	Passport.

  

Section B	Section C
Birth certificate or birth extract. Citizenship certificate issued by the Commonwealth. Pension card issued by Centrelink that entitles the person to financial benefits.	Copy of a rates, electricity or gas bill issued within the last twelve months, with the same address and name as on your record with the Fund. Copy of a tax return letter from the Australian Taxation Office (ATO), issued within the last twelve months, with the same address and name as on your record with the Fund. A letter from Centrelink or the Department of Veterans' Affairs with the same address and name as on your record with the Fund.

## Who can certify identification?

Australia Post	A Permanent employee of Australia Post with 5 or more years of continuous service to the public.
Banking and other financial institutions	<p>A finance company officer with 5 or more years of continuous service with one or more finance companies. An officer with, or authorised representative of, a holder of an Australian Financial Services License (AFSL), having 5 or more years of continuous service (with one or more licensees).</p> <p>If the identification is certified by any of these members, they are required to include:</p> <ul style="list-style-type: none"> <li>■ Full name</li> <li>■ Job title / Qualification</li> <li>■ Length of job service</li> <li>■ Contact number</li> </ul>
Individuals appointed by the courts whose duties include certifying documents	<ul style="list-style-type: none"> <li>■ A justice of the peace.</li> <li>■ A registrar or deputy registrar of a court.</li> <li>■ A notary public officer.</li> </ul>
Legal professionals / Law enforcement	<ul style="list-style-type: none"> <li>■ A person enrolled on the role of a State or Territory Supreme Court or the High Court of Australia as a legal practitioner.</li> <li>■ An Australian consular officer or an Australian diplomatic officer.</li> <li>■ A judge of a court.</li> <li>■ A magistrate.</li> <li>■ A Chief Executive Officer or a Commonwealth Court.</li> <li>■ A police officer.</li> </ul>

## Have you changed your name or are you signing on behalf of another person?

If you have changed your name or are signing on behalf of the applicant, you will need to provide a certified linking document. A linking document is a document that proves a relationship exists between two (or more) names.

The following table contains information about suitable documents for you to provide:

Purpose	Document
Change of name	<p>Marriage certificate.</p> <p>Deed poll or change of name certificate from the Births, Deaths and Marriages Registration Office</p>
Signed on behalf of the applicant	Guardianship papers or Power of Attorney

## What happens if I don't provide these certified documents?

If you do not provide the required certified documents as outlined in this factsheet, payments from your account, or contribution to your account may be delayed.

## Where to send the form

You can send your completed forms and the original certified identification

to: LESF

PO Box 1282

Albury NSW 2640

Please note, we can only accept original forms and certified identification.

## Contact Us

PO Box 1282, Albury NSW 2640

Phone: 1800 359 686

[lesf@diversa.com.au](mailto:lesf@diversa.com.au) / [www.lesf.com.au](http://www.lesf.com.au)