

Identification and Verification Reference



This form may be lodged with CCFS:
by post:

Churches of Christ Financial Services
PO Box 5302,
South Melbourne Vic 3205

by email:

info@ccfsaustralia.org.au



Helpful hints for completing this application

This form must be completed for all new applicants and signatories (including attorneys appointed under a Power of Attorney by an applicant), and must be signed by an 'authorised certifier'. Additional signatories must each complete a separate copy of this form.

In order for a document certification to be accepted, the certifier must sight the original document, and a copy of the document. If there are multiple pages to the document, each page must be certified and signed by the certifier. The investor/borrower must then attach the certified copies to this document and provide them to CCFS (via mail or in person). Facsimile copies are not acceptable.

List of authorised certifiers:

- Marriage Celebrant registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961;
- Justice of the Peace;
- Person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia as a legal practitioner;
- Judge of a court;
- Magistrate;
- Chief Executive Officer of a Commonwealth Court;
- Registrar or Deputy Registrar of a court;
- Police officer;
- Notary Public (for the purposes of the Statutory Declaration Regulations (1993));
- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public;
- Permanent employee of the Australian Postal Corporation with two or more years continuous service who is employed in an office supplying postal services to the public;
- Australian consular officer or an Australia diplomatic officer;
- Officer with two or more continuous years of service with one or more financial institutions;
- Finance company officer with two or more continuous years of service with one or more finance companies;
- Officer with, or authorised representative of, a holder of an Australian Financial Services Licence, having two or more continuous years of service with one or more licences; and
- Member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with two or more years of continuous membership.



Need help or have a question?

Call us on **1300 MY CCFS (1300 69 22 37)** Visit us at www.ccfsaustralia.org.au or Email us at info@ccfsaustralia.org.au

Please use **BLOCK LETTERS** in **BLACK OR BLUE PEN ONLY** and tick required choices

STEP 1: YOUR DETAILS

> Title		Full name	
<input type="text"/>	<input type="text"/>		
Office/ position held		Date of birth	
<input type="text"/>		<input type="text"/> / <input type="text"/> / <input type="text"/>	
Are you a CCFS signatory ?		If yes, provide account number	
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="text"/>	
If yes, how long have you been a signatory?			
<input type="checkbox"/> less than 1 year		<input type="checkbox"/> 1 - 3 years <input type="checkbox"/> greater than 3 years	
DETAILS OF APPLICANT OR SIGNATORY CONTINUED NEXT PAGE >			

STEP 1 CONTINUED: YOUR DETAILS

Address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal Address (if different from above)		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Mobile	
<input type="text"/>	<input type="text"/>	
Email		
<input type="text"/>		

STEP 2: AUTHORISATION

DISCLOSURE STATEMENT

Churches of Christ Financial Services Limited (CCFS) ABN 86 165 535 866 is the holder of an Australian Financial Services Licence (AFSL) number 502160 and is regulated by many regulators including the Australian Securities and Investments Commission (ASIC) and the Australian Prudential Regulation Authority (APRA). It is important for investors to note the following important information:

ASIC

Investors should be aware that deposits invested with CCFS are not subject to the normal requirement to have a disclosure document or Product Disclosure Statement and be registered or have a trust deed under the Corporations Act 2001. The depositors' scheme is not required to be examined or approved by the Australian Securities and Investments Commission. Deposits lodged with CCFS are designed for investors who wish to promote the charitable and religious purposes of CCFS and for whom the consideration of profits are not of primary relevance in the investment decision.

APRA

CCFS is not prudentially supervised by the Australian Prudential Regulation Authority. Therefore, an investor in CCFS will not receive the benefit of the financial claims scheme or the depositor protection provisions in the Banking Act 1959. Investments in CCFS are intended to be a means for investors to support the charitable and religious purposes of CCFS.

AUSTRALIA POST'S DIGITAL ID

CCFS utilises the services of Australia Post's Digital ID to verify your identity. Australia Post's Digital ID terms and conditions can be viewed on their website at <https://digitalid.com/terms/web.html>. By signing this form you consent to be identified via Digital ID.

MARKETING OPTIONS

From time to time, we may contact you to notify you about, or seek feedback on, our products and services. If you don't want us to contact you, or to receive communication items, simply tick here: No thanks

SIGNATURE OF APPLICANT/SIGNATORY

I undertake to provide CCFS with such additional information or documentation as CCFS may request at any future time to ensure compliance with the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006*.

SIGN HERE	To be signed in the presence of the authorised certifier.	
	<input type="text"/>	
	Print full name	Date
	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

STEP 3: DOCUMENTS EXAMINED BY AUTHORISED CERTIFIERS



ALL supporting documents attached to this application must be:

- Issued on the letterhead of the issuing authority;
- Include the applicant's name;
- Be written in English; and
- Certified by an authorised certifier.

If you are unable to provide identification documentation to satisfy these requirements, please contact us on **1300 MY CCFS (1300 69 22 37)**

OPTION 1

If you have been a signatory for more than 3 years no more information is required and you can return this form.

Or please provide any of:

OPTION 2

AT LEAST ONE Primary Identification Document (photo identification)

Primary Identification document – Photo Identification

Please provide CERTIFIED COPIES of AT LEAST ONE of the following forms of photo identification:

- Driver's licence (current address)
- Passport
- Government issued photo ID card

By providing certified copies of any of the above, no further documentation is required.

OPTION 3

TWO Primary Identification Documents (non-photo)

Primary Identification document – Non-photo Identification

Please provide CERTIFIED COPIES of the following forms of non-photo identification:

- Citizenship certificate
- Birth certificate (if international, please provide a certified English translated copy)
- Pension card
- Medicare card

OPTION 4

ONE Primary Identification Document (non-photo) PLUS TWO Secondary Identification Document (no photo).

Secondary Identification document

Please provide ONE CERTIFIED COPY of any Primary Identification Document – Non-photo identification plus ONE CERTIFIED COPY of any of the following forms of identification:

- Marriage certificate
- Utilities notice
- Council rates notice
- Bank/credit card statement

STEP 4: DETAILS OF AUTHORISED CERTIFIER

> Title	Given Names	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address		
<input type="text"/>		
Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Category/occupation of authorised certifier	
<input type="text"/>	<input type="text"/>	



APPLICATION CHECKLIST

- Have you signed Step 2 – Authorisation?
- Has the authorised certifier completed their details in Step 4?
- Has the authorised certifier signed each copy/ies of identification documents?

OFFICE USE ONLY Online Access Given

RIM Dated entered / / SF CCFS List