

SmartyPig
Reply Paid 83981
Private Bag 25
Collins Street West
Melbourne
VIC 8007

1800 267 808
smartypig.com.au

When you open a SmartyPig account with us, we want to ensure your money is as secure as possible. We know you've got better things to do than fill out forms, so we've made this one simple. You'll be done in 3 simple steps.

Step 1.

Show some ID.

Two identification documents must be provided by either:

- Two Primary Photographic Identification Documents; or
- One Primary Photographic Identification Document and One Secondary Identification Document

Primary Identification for Individuals includes:

- Current photographic drivers licence (showing current address) OR
- Current passport (Australian passports may be expired within the last 2 years) OR
- Current photographic ID card

Secondary Identification for Individuals includes:

- Birth certificate OR
- Australian Citizenship certificate (or a citizenship certificate issued by a foreign government that, if it is written in a language that is not understood by the person carrying out the verification, is accompanied by an English translation prepared by an accredited translator) OR
- Centrelink pension card OR
- Notice issued within last 12 months by Commonwealth, State or Territory, recording provision of financial benefits to person at the stated address e.g. Pension or family tax benefit, Medicare statement OR
- Notice issued within last 12 months by ATO, recording debt payable to/by the person at the stated address e.g. Tax assessment OR
- Notice issued within last 3 months by local government body or utility provider, recording provision of services to the person at the address e.g. Gas bill, electricity bill, phone bill, water bill OR
- Notice issued within last 3 months by school principal to person under 18, recording period of time person attended school and person's residential address

If you are a recent arrival in Australia (less than six weeks) you can supply ONE of the following documents as your single identification document:

- Australian passport (current)
- Foreign passport (current)
- Travel certificate (issued by foreign country)
- National foreign government photo identity card (current)

Note: If you are under 18 years old, you can supply ONE of the following documents as your single identification document:

- Birth certificate
- Australian passport (current or expired less than two years)
- Foreign passport (current)

- Australian driver licence or learner permit (current)
- Australian citizenship certificate
- Foreign citizenship certificate (translated into English by an accredited translator if required)
- School attendance letter (less than 3 months old)

Step 2.

Get someone to certify your ID.

Find "someone of standing" in the community (who has known you for at least one year) then show them the original and the photocopy of your piece of ID from the list above. People who qualify include:

- A Justice of the Peace.
- A bank officer with at least 2 years continuous service.
- An accountant with at least 2 years continuous service (who's also a member of the Australian Institute of Chartered Accountants, CPA Australia or the National Institute of Accountants).
- A solicitor or barrister.
- A police officer.
- An agent in charge of, or a permanent employee of Australia Post (with at least 2 years of continuous service).

Note: There is a complete list of acceptable ID certifiers on the FAQs page on our website: <http://www.smartypig.com.au/about/faq>

Step 3.

Certifying the copy.

Because you're supplying a photocopy of your ID, it needs to be certified as accurate. Here's what the certifier has to do:

1. Write these words on the photocopy:
 'I hereby certify this document is a true copy of the original document shown to me on [insert date].'
2. Sign it.
3. Give their name and certifier qualification e.g. John Citizen, Accountant.
4. Fill out the declaration on the next page.

Post us the certified copies together with your form (no stamp required) to:

SmartyPig
 Reply Paid 83981
 Private Bag 25
 Collins Street West
 Melbourne
 VIC 8007

This form must be signed by an Australian Authorised Person as listed overleaf.
To complete this form, complete Part A, Part B and Part C and attach the certified copies.

Part A: Individual's Details

Full Name of Individual (no initials)

Title	Surname
<input type="text"/>	<input type="text"/>

First name	Middle name
<input type="text"/>	<input type="text"/>

Date of birth	Occupation
<input type="text"/>	<input type="text"/>

Residential address (not P.O. Box)

Unit number	Street number	Street name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Phone Number

Signature	Date
<input type="text"/>	<input type="text"/>

Part B: Documents Certified – ensure certified copies are attached to this form

Primary Photographic Identification Document

Type of Document

Primary/Secondary Identification Document

Type of Document

Acceptable Documents for Individuals are listed overleaf.

Warning: It is an offence under Part 12 of the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth) to produce false or misleading information, produce a false or misleading document or forge a document for use in an applicable customer identification procedure.

Guidance Notes for Certified Copies

Certified copy means a document that has been certified as a true copy of an original document by one of the authorised persons. To produce a certified copy, you should make a photocopy of the original document and take the original and the copy to an authorised person.

Part C: Details of Authorised Person

Full Name of Authorised Person (no initials)

Title	Surname
<input type="text"/>	<input type="text"/>

First name	Middle name
<input type="text"/>	<input type="text"/>

Name of Organisation

Address of Organisation

Phone Number

Signature	Date
<input type="text"/>	<input type="text"/>