

ID document categories

Member identification



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Visit a branch

Member name

Under the Anti-Money Laundering and Counter Terrorism-Financing Act 2006 (Cth) we are authorised to collect verification of your name and address or date of birth. Although you are not obliged to provide this information, we cannot open an account for you without it. We collect, use and disclose this information to enable us to comply with the Act. BankVic as a reporting entity in collecting person information is subject to and will abide by the obligations of the Privacy Act 1988, which regulates the collection, use, disclosure, quality and security of personal information. A copy of our Privacy Policy is available at bankvic.com.au/privacy, at any branch or by calling 13 63 73.

Legislation covers the provision of the following designated services:

- > Savings Account
- > Debit and Credit Cards
- > Financial Planning Services
- > Foreign Currency Conversion
- > Internet, phone and mobile banking
- > Cheque Book
- > Loan or other Credit Facility
- > Retirement Savings Account
- > Term Deposit

If you are **visiting a BankVic branch**, please present information as per the indicated category below. If you are returning forms **via mail**, please arrange for the identification documents below to be presented, **certified** and forwarded to BankVic with the Certification Form.

If you would prefer to complete your membership application online visit bankvic.com.au/apply-online. Should you require any assistance with completing this process, please call Service & Sales on 13 63 73.

Required Documents

Note: Documents that contain address details must contain current residential address and any documents that contain a different name must provide additional documentation to show your change of name (i.e. marriage certificate issued by the Office of Births, Deaths and Marriages).

- ☐ **Option 1** 1 document from Category A (e.g. Driver's Licence or Passport)
- ☐ **Option 2** 1 document from Category B
AND
1 document from Category C (e.g. Birth Certificate and Utilities bill or evidence of ATO payment or debt)
- ☐ **Option 3** Minor under 18 years of age (see over)
 - > Not of School Age (birth certificate AND other reliable and independent information eg. Medicare card)
 - > School Age (eg. passport or learner's permit. If photo identification is not available, a birth certificate AND other reliable and independent information such as letter from school principal)
- ☐ **Option 4** Non-resident of Australia (see over)

Category A Documents – Primary Photographic Identification

- ☐ Current Driver's Licence
- ☐ Current Passport (or one that has expired within last 2 years)
- ☐ Current Proof of Age Card issued by an Australian state or territory and containing a photograph
- ☐ Current National Identity Card for the purpose of identification that contains a photograph and signature of the person

Category B Documents – Primary Non-Photographic Identification

- ☐ Birth Certificate or Extract of Birth Certificate
- ☐ Pension Card issued by Department of Human Services that entitles the holder to financial benefits
- ☐ Citizenship Certificate issued by the Commonwealth government or a foreign government

Category C Documents – Secondary Identification

- ☐ A notice issued by a local government (Council) or Utilities provider (eg gas bill) recording the provision of services and issued within last 3 months (showing the name and residential address)
- ☐ A notice issued with regard to a tax debt or payment to the individual, issued by the ATO within last 12 months
- ☐ A notice issued by an Australian, State or Territory government recording the payment of benefits to the individual and showing their name and residential address and issued within last 12 months

A Minor Under 18 Years of Age

BankVic is required to verify a child's name and either their date of birth or residential address. If the child has its own passport, this will suffice as verification of their identity. If the child is 16 years of age or older and holds a current Learner's Permit as issued by Vic Roads or their interstate equivalent, this will suffice to verify their identity.

If the child does not hold a passport or a Learner's Permit, please provide a birth certificate or extract of birth certificate AND one other approved document as listed below:

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Medicare card; or

☐

Government issued document containing name, address and date of birth, ie. Centrelink or ATO Child Support Office notice or correspondence; or

☐

A document listed in Categories A or B and not already presented; or

If child is of school age:

☐

Notice issued by School Principal within last 3 months, showing name and residential address of child and which records the period of time the minor attended the school; or

☐

Concession card issued by a government body, eg. as issued by Public Transport Commission; or

☐

School identification card, containing a photograph of the person in the name it was issued and the contact details of the institution who issued it (ie. school name).

Non-Resident of Australia

If you are a non-resident of Australia you may be asked to provide additional information, such as

☐

A notice issued to the individual by the Commonwealth within the preceding twelve (12) months that records the provision of visa status to the individual and contains the name of the individual and their residential address; and / or

☐

A workplace employment contract, issued within the preceding twelve (12) months that records the offer of employment, including term, where the employer is from within BankVic's core membership (i.e. police, health and government).