

IDENTIFICATION REQUIREMENTS FACTSHEET

MAP maintains high standards of security for the protection of our members including strict adherence to legislation which requires us to verify your identity. MAP 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.

Documents required to confirm your identity

Generally, providing us with a certified copy of your current Australian driver’s licence or your current passport is the most straightforward way to confirm your identity. If you don’t have either of these documents see the table below for details of what documents you can use to confirm your identity.

- One document from column A
OR
- One document from column B AND one document from column C

Column A	Column B	Column C
<ul style="list-style-type: none"> • Current driver’s licence • Current Australian passport (or one which has expired within the last two years) • Current Proof of Age Card issued by an Australian State or Territory • Current foreign passport or similar travel document containing both a photograph and your signature. Any documents written in a foreign language must be accompanied by an English translation prepared by an accredited translator 	<ul style="list-style-type: none"> • Birth certificate or birth extract, issued by the Australian government, either in English or accompanied by an English translation prepared by an accredited translator • Australian citizenship certificate • Citizenship certificate issued by a foreign country, either in English or accompanied by an English translation prepared by an accredited translator • Centrelink pension card or other social security/Department of Veterans’ Affairs (DVA) benefit card 	<ul style="list-style-type: none"> • Copy of a rates bill, issued within the last three months, with the same address and name as on the application • Copy of an electricity or gas bill, issued within the last three months, with the same address and name as on the application • 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 the application • A letter from Centrelink or DVA with the same address and name as on the application

What do we mean by certified?

You must have your identification document(s) certified as being a true copy of the original document. The person who is authorised to certify documents must sight the original and the copy to make sure both documents are identical, then make sure all pages have been certified as true copies by writing or stamping ‘certified true copy’ followed by their signature, printed name, qualification and date. The following table outlines who can certify documents to meet this requirement. The Trustee reserves the right to request further documents at any time to confirm your identity.

Certifiers	Conditions
Australia Post	An agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public; or a permanent employee of the Australian Postal Corporation with two or more years of continuous service who is employed in an office supplying postal services to the public.
Banking and other financial institutions	An officer with two or more continuous years of service with one or more financial institutions; or a finance company officer with two or more continuous years of service with one or more financial companies.
Justice of the peace, commissioner for declarations, or notary public	An individual appointed by the courts whose duties include certifying documents.
Legal professionals/ law enforcement	A person who is enrolled on the roll of the Supreme Court of a State or Territory, or High Court of Australia, as a legal practitioner. Other professionals include a judge of a court, a magistrate, a chief executive officer of a Commonwealth court, a registrar or a deputy registrar of a court, or a police officer.
Accountants	A 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.
Consular or Diplomatic Officer	An Australian Consular Officer or an Australian Diplomatic Officer.

Continues overleaf

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 contributions to your account may be delayed.

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 relationships, 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 MAP is a reporting entity pursuant to the AML/CTF Act, we must meet stringent investor identification and verification requirements.

Contact Us

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