Identification forms



If you have never invested in a GDI fund, please choose and complete an appropriate Identification form (on the following pages). Your adviser may have arrangements with us which means you don't have to fill in this form - you should check with them.

It is important that you complete the Identification form which best describes you.

The law requires that we ask you certain questions and that you provide certain documents which identify you. There are Identification forms available for all types of investors:

- Trust applicants (form is attached)
- Individual and Australian company applicants (forms are attached)
- Foreign companies, foreign trustees, partnerships, incorporated associations, co-operatives or Government bodies (if you fall into one of these categories please contact us and we will send the appropriate form to you).
- You will need to provide us with "certified copies" of certain documents which identify you.
- This means a document that has been certified as a true copy of an original document by certain persons.
- The person certifying the document should write their qualification beneath their signature as follows:

I [name] of [address] being [capacity eg Justice of the Peace] certify this and the following [x] pages as a true copy of the original document.

We may need to contact the certifier, so please provide their details below

Name	
Business phone	
Mobile	

My certifier is:

My adviser (being an officer with, or authorised representative of, a holder of an Australian financial services licence, with a minimum of two continuous years of service with one or more licensees)

My accountant (ICAA, CPA or NIA with a minimum of two years of continuous membership)

My lawyer (a current practitioner)

A JP, notary public or a post office worker, or a police, bank, financial institution or consular officer

A judge, magistrate, CEO of Commonwealth court, registrar or deputy registrar

Are you completing this form for someone else?

If you are an attorney, appointed guardian, or appointed representative, you must also provide a certified copy of the Power of Attorney document, Guardianship Order, Grant of Probate, Letters of Administration, Will or any other documentation confirming your authority to act.



The law now requires we identify our clients

If you have invested in any GDI trust before, or completed this form for us before, you do not need to complete this form.

All trustees must complete Part 1.

ONLY ONE of the trustees needs to complete one of the following sections:

Part 2 - if the trustee is an individual or

Part 3 - if the trustee is an Australian company.

Tip: We have a different form if the trustee is a foreign company - please contact us if you require this form.

PART 1

All trustees must complete Part 1

General information

Full name of trust	
Business name (if any)	
Country where trust is established	

Type of trust

Regulated trusts - please provide the name of the regulator and the ABN or registration number below, and then go to the last section of Part 1of this form called "What documents are Trustees required to provide us?"

	Regulator
	ABN or registration number
	Registered managed investment scheme - please provide the ARSN below, and then go to the last section of Part 1 of this form called "What documents are Trustees required to provide us?"
	ARSN
	Government superannuation fund - please provide the establishing legislation below, and then go to the last section of Part 1 of this form called "What documents are Trustees required to provide us?"
	Establishing law
	Other trust type
Tip:	Other trusts could include a deceased estate, charitable trust, family discretionary trust or unit trust.

If you have ticked the "other trust type" box please complete the details on the following page.



"Other trust" type: Beneficiary details

Do the terms of the trust identify the beneficiaries only by reference to membership of a class?

Tip: For example, family, unit holders or unnamed charities.

Yes - please provide details of the class of the trust below, and then go to the last section of Part 1 of this form called "What documents are Trustees required to provide us?"

N	e						
No - my b	eneficiaries	are	named	IN	the	trust	deed:

How many	beneficiaries	are	there?
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Provide the full name of each beneficiary:

Name	
Name	

Tip: Copy this sheet if you need to name more beneficiaries.

"Other trust" type: Trustee details

How many trustees are there?

Please provide full name and address of each trustee below:

Trustee 1 Name Trustee 2 Name or full company name for companies or full company name for companies Tip: Business names are not acceptable Tip: Business names are not acceptable Trustee 1 Residential Address Trustee 2 Residential Address or registered office for companies or registered office for companies Tip: PO boxes are not acceptable Tip: PO boxes are not acceptable Trustee 2 Date of Birth Trustee 1 Date of Birth / / Trustee 2 ACN Trustee 1 ACN



What documents are Trustees required to provide us?

Super and other regulated trusts

For:

- registered managed investment schemes
- regulated trusts (like a superannuation fund) or
- government superannuation funds

the law requires us to check:

- the full name of the trust and
- that the trust is a registered managed investment scheme, regulated trust or government superannuation fund, as applicable.

Please provide a certified copy of one of the following:

• a search of the ASIC, ATO or relevant regulator's website (eg "Super Fund Lookup" at www.abn.business.gov.au) confirming the name of the trust and that it is regulated or

• a certified copy or relevant extract of the legislation establishing the government superannuation fund sourced from a government website.

"Other trust" types

The law requires us to check the full name of the trust.

Please provide a certified copy of one of the following:

- an ATO notice issued within the last 12 months (eg a Notice of Assessment)
- · a letter from a solicitor or qualified accountant that confirms the name of the trust or
- an original or certified copy or certified extract of the trust deed.

PART 2 Individual trustees to complete

Tip: Part 2 only needs to be completed for only ONE of the individual trustees.

Tip: Part 2 doesn't require you to tick any more boxes, but it does tell you what documents we require from you.

The law requires us to check:

your full name and

either your date of birth or your residential address.

Please provide a certified copy of one of the following:

- a primary document (defined below) or
- if you do not have this, either secondary or foreign documents (defined on the following page).

Tip: Do not send original documents. We will retain all certified copies.

- Tip: If you are borrowing from a margin lender, normally they will become the investor, and you do not need to complete any of the attached Identification forms.
- Tip: Documents in a language other than English must be accompanied by an English translation prepared by an accredited translator.

Primary documents

Please provide a certified copy of one of the following:

your Australian driver's licence showing your photograph (front and back)

your Australian passport (a passport that has expired within the preceding two years is acceptable) - you only need to copy the pages which identify you

a card issued under a State or Territory for the purpose of proving your age showing your photograph or

a foreign passport or similar travel document showing your photograph and signature.

If you are unable to provide a primary document, you may provide secondary or foreign documents. Please refer to the following page for further details.



Secondary documents

Tip: You are only required to provide secondary documents if you are unable to provide a primary document.

Please provide a certified copy of one of the following:

your Australian birth certificate

your Australian citizenship certificate or

your Centrelink pension or health card (front and back)

AND

Please also provide a certified copy of one of the following:

a Commonwealth or a State or Territory statement issued in the last 12 months that records a financial benefit or entitlement or debt payable and which shows your name and residential address or

a rates notice which shows your name and residential address.

Foreign documents

Tip: You are only required to provide foreign documents if you are unable to provide a primary document.

Please provide a certified copy of the following:

your foreign driver's licence which shows your name and date of birth and

your national government ID card which shows your photograph and signature.

PART 3 Where the trustee is an Australian company

Tip: All Australian companies which are trustees must complete Part 3. Only ONE of the trustees needs to complete Part 3.

General information

- Tip: Do not send original documents. We will retain all certified copies.
- Tip: We have a different form if you are a foreign company please contact us if you require this form.

About the company

ACN

Registered office (PO boxes not acceptable)

Principal place of business (PO boxes not acceptable)



About the company's regulation

Tip: Please tick one of the following if one applies to you

Australian listed company

Name of market/exchange

Majority-owned subsidiary of an Australian listed company

Name of listed company

Name of market/exchange

Regulated company

This means one which is licensed by an Australian Commonwealth, State or Territory statutory regulator

Regulator details

Licence details

Company type

Public (not proprietary), listed or regulated - please go to the last section of Part 3 of this form called "What documents are company trustees required to provide us?"

Tip: Regulated means one which is licensed by an Australian Commonwealth, State or Territory statutory regulator - we expect that most companies would not hold any licence.

Proprietary - please complete the details below

Proprietary company directors

How many directors are there?	
Provide the name of each director below Director 1 name	Director 2 name
Director 3 name	Director 4 name

Proprietary company shareholders

Tip: Please provide details below of all the individuals who are beneficial owners, through one or more shareholdings, who own more than 25% of the company's issued capital.

Shareholder 1 name

Shareholder residential address Tip: PO boxes are not acceptable Shareholder 2 name

Shareholder residential address Tip: PO boxes are not acceptable



All companies which are trustees

The law requires us to check:

- the name as registered by ASIC
- whether it is a proprietary or public company and
- its ACN.

Please provide a certified copy of one of the following:

- an ASIC search confirming the company name or
- your certificate of registration.

For the companies listed below:

- an Australian listed company or majority owned subsidiary or
- a regulated company (ie licensed by an Australian Commonwealth, State or Territory statutory regulator)

the law requires us to also check that the company's status is correct.

Please provide a certified copy of one of the following:

- an ASIC search confirming the company name
- · a search of the licence or other records of the relevant regulator or
- a public document issued by the company.

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