

# Individual & sole trader due diligence form

Please complete neatly in BLOCK LETTERS

## SECTION ONE – CUSTOMER DETAILS

FIRST NAME	MIDDLE NAME	LAST NAME	DATE OF BIRTH
OCCUPATION		INDUSTRY (Product or service employer or business provides)	
RESIDENTIAL ADDRESS			
SUBURB/ CITY / TOWN	STATE	POSTCODE	COUNTRY
POSTAL ADDRESS (IF AS ABOVE LEAVE BLANK)			
CITY / TOWN	STATE	POSTCODE	COUNTRY
TELEPHONE NUMBER	MOBILE NUMBER	EMAIL ADDRESS	

## SECTION TWO – SOLE TRADER STATUS

ARE YOU ACTING AS A SOLE TRADER? (DO YOU RUN YOUR OWN BUSINESS)

YES  NO

If 'yes', complete below information. If not, proceed to SECTION 3 - DECLARATION

TRADING NAME	AUSTRALIAN BUSINESS NUMBER		
PRINCIPAL PLACE OF BUSINESS			
CITY / TOWN	STATE	POSTCODE	COUNTRY

## SECTION THREE - DECLARATION

- confirm and warrant that all the information, including the identification material, provided in this form is true, valid and correct; and
- that The Perth Mint will rely on the information to review the customers application; and,
- warrant that you have the authority to consent to the disclosure of the personal information of any third party individual as required and provided in accordance with this form.
- confirm that you have reviewed and accept The Perth Mint's Terms and Conditions (available at <https://www.perthmint.com/terms-and-conditions/>)

Information provided to The Perth Mint for the purposes of this due diligence will be held as per The Perth Mint Privacy Policy. This information is being gathered to comply with a legal obligation placed upon us. For more information on the purposes of collection, please read our Know Your Customer (KYC) Collection Notice (our collection notices and The Perth Mint Privacy Policy are available at <https://perthmint.com/privacy-policy/>). If you have questions about our privacy policy or how we handle your information, please contact us at [privacyofficer@perthmint.com](mailto:privacyofficer@perthmint.com).

SIGNATURE	DATE

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## SECTION FOUR – IDENTIFICATION

Only after we are satisfied that proof of your identity has been established and the validation procedure has been completed will we be able to validate your account for bullion transactions.

**When lodging this form, please provide the following documents:**

- A certified copy of a driver's licence (front and back), passport or national ID card showing the person's signature and photograph; and, if required
- a utility bill or government notice showing their current residential address (less than 90 days old).

All documentation provided must be current. If any documentation is in a language other than English, it must be accompanied by an English translation prepared by an accredited translator.

A certified copy means a document that has been certified as a true copy of the original document by an individual who is authorised to do so.

**For Australian customers, certification/notarisation is acceptable by the following:**

- Legal Practitioner (including lawyers, judges, magistrates, registrar of a court)
- Medical Practitioner
- Pharmacist
- Justice of the Peace
- Notary Public
- Commissioner of Declarations
- Commissioner of Affidavits
- Police Officer
- Member of a professional accounting body
- Australian Consular Official
- An authorised representative of a financial institution

**For overseas customers, certification/notarisation is acceptable by the following:**

- Commissioner for Oaths
- Justice of the Peace
- Notary Public

<b>OFFICE USE ONLY</b>
<input type="checkbox"/> NEW <input type="checkbox"/> CHANGE OF DETAILS
<b>ACCOUNT NUMBER:</b> <input type="text"/>
<b>CHECKED BY:</b> <input type="text"/>