

# New Membership ID Requirements for Non Personal Memberships

## Company

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- ❖ ASIC Search – Company Extract (no greater than 1 month old)
- ❖ Adequate ID for each signatory
- ❖ If any Directors do not wish to be signatories they must provide a letter on Company letterhead stating this and signed by all others.
- ❖ ABN or TFN

## Partnerships

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- ❖ Original Certificate of Registration of Business name (no greater than 3 years old)
- ❖ Adequate ID for each signatory
- ❖ ABN or TFN

## Sole Trader

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- ❖ Original Certificate of Registration of Business name (no greater than 3 years old)
- ❖ Adequate ID for each signatory
- ❖ ABN or TFN

## Formal Trust

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- ❖ Trust Deed – names the trust and the trustees
- ❖ Adequate ID for named and additional Trustees or Directors if a company. If the company is the trustee, an ASIC search within 1 month old is required.
- ❖ If trustee does not wish to be a signatory on the Trust, they must provide a letter to us stating this and is signed by all parties.
- ❖ ABN or TFN

## Informal Trust

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- ❖ Adequate ID for the named and any additional Trustees

## Incorporated Club / Association

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- ❖ Certificate of Incorporation
- ❖ The minutes of the meeting most recently held by members; specifying signatories, signing authority and authorisation of opening the membership
- ❖ Adequate ID for each signatory
- ❖ ABN or TFN

## Unincorporated Club / Association

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- ❖ The minutes of the meeting most recently held by members; specifying signatories, signing authority and authorisation of opening the membership
- ❖ Adequate ID for each signatory
- ❖ ABN or TFN

## Co-Operative

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- ❖ Original Certificate of Registration of Business name (no greater than 3 years old)
- ❖ Adequate ID for each signatory
- ❖ ABN and / or TFN

## Government Entity

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- ❖ Adequate ID for each signatory