

Complete the form using blue or black pen and print in clear CAPITAL LETTERS

 Mail the completed form to: **GPO Box 5302, SYDNEY NSW 2001** **OR**  Fax to: **1300 765 150**

PART A

All identification must show the individual's full first and last names. Acceptable formats for an individual whose name is *James John Smith* are: (i) *James John Smith* (ii) *James Smith* (iii) *James J Smith*.

Former names and other names relates to aliases and names that have been changed by deed poll/or other official methods typically by national/state registration bodies. If a former name/other name is provided, evidence of the change is required. Changes to forename/maiden name do not need to be recorded in this form.

Individual's full name	Former names/other names
<input type="text"/>	<input type="text"/>
Account name	Occupation/Job title
<input type="text"/>	<input type="text"/>
Name of employer or name of business if self employed	
<input type="text"/>	
Nature of relationship with HSBC	
<input type="checkbox"/> Director of a company transacting with HSBC <input type="checkbox"/> Authorised signatory for an account <input type="checkbox"/> Beneficial owner/shareholder of a company transacting with HSBC	

PART B

The combination of Primary and Secondary documents must display/verify the following: (i) Full Name (ii) Date of Birth (iii) Residential/Permanent Address (iv) Nationality. Total points scores must be at least 100 points.

PRIMARY IDENTIFICATION DOCUMENTS (70 points)

You **must** have at least one primary document

You may use only **one** of the following documents to get to 100 points

Australian Birth Certificate ¹ and Extract ¹	
Australian Citizenship Certificate ¹	
Australian Passport ^{1 2}	
Foreign Birth Certificate ³	
Foreign Citizenship Certificate ³	
Foreign Passport ^{2 3}	

You may use **more than one** of the documents below to get to 100 points

Australian Driver's Licence (photographic) ¹	
Australian Proof of Age Card (or equivalent)	
Foreign Driver's Licence ³	
Foreign National Identity Card ³	

SECONDARY IDENTIFICATION DOCUMENTS (30 points)

Australian Council Rates notice ⁶	
Australian Driver's Licence (paper-based) ¹	
An Australian Taxation Office (ATO) notice letter ⁶	
Bank account statement issued by an Australian or foreign ³ financial institution ⁵	
Credit card issued by an Australian or foreign ³ financial institution	
Debit card issued by an Australian or foreign ³ financial institution	
Medicare Card ^{1 4}	
Utility Bill ³	
ASIC search ⁵	

GUIDANCE NOTES

Original documents must be sighted by an HSBC employee. Copies of both sides (if double sided) of the original document must be kept. HSBC employee to sign and certify the copies of the identification documents. Total points scored must be at least 100 points.

- ¹ Documents proving Australian residency/nationality
- ² You may use a passport which has expired (not cancelled) within the last two years.
- ³ Documents not written in English must be accompanied by an English translation from a NAATI accredited translator or from an HSBC employee
- ⁴ If your Medicare card says "Reciprocal Health Care" then you will have to prove your nationality
- ⁵ Document that must be less than 3 months old
- ⁶ Document that must be less than 12 months old