

Deceased Notification Form

We understand the loss of a loved one is incredibly difficult and dealing with finances may be the furthest thing from your mind. Please know we are always here to support you during this time and make the process, of finalising their banking as simple as possible.

To allow us to best assist you, please complete the required sections to the best of your ability. If you are unable to provide certain details or documents at this time, please leave this space empty and we will contact you prior to finalisation of the accounts held in the name of the Estate. If you require assistance in completing this form or help with other matters relating to management of the accounts held in the name of the Estate, please contact our Customer Support Team on 07 3135 3525 (Mon-Fri 9am-5pm AEST) or attend a Suncorp Store.

Please send this completed form to Customer Support, the deceased estate specialists via email to DeceasedEstates@suncorp.com.au or via post to GPO Box 1453, BRISBANE QLD 4001.

Request Type – Please select the applicable box for this request

Notification of a Deceased customer will be accepted prior to providing this form and required documents. Please contact our Customer Support team on 07 3135 3525 (Mon-Fri 9am-5pm AEST) to advise us of a Deceased Customer.

Please use the below boxes, to note the sections requiring completion and the documents which will need to be provided. Additional required documents are to be submitted with this form or when they are available to be presented. Please note, all copies of documents must be **certified by a Justice of the Peace/ Commissioner for Declarations/ Solicitor**. If you are unable to present documents with this form, please contact our Customer Support Team to discuss.

| Please Tick ALL Applicable Boxes | Complete Sections | Additional Required Documents |
|---|--|---|
| Deceased Customer Notification | <input type="checkbox"/> 1, 2, 6, 7, 8 | Proof of Death – Death Certificate, Form 9 Cause of Death Certificate, Funeral Invoice/ Notice/ Receipt (Original Only), Letter from Funeral Home or Crematorium, Grant of Probate or receipt of application, Letters of Administration or receipt of application, Certificate of Authority |
| Estate with a valid Will, without Lending Estate value under \$5,001 | <input type="checkbox"/> 1, 2, 3, 5, 6, 7, 8 | Death Certificate, Will, Identification Documents |
| Estate without a Will, without Lending Estate value under \$5,001 | <input type="checkbox"/> 1, 2, 3, 4, 6, 7, 8 | Death Certificate, Identification Documents |
| Estate with a valid Will, without Lending Estate value between \$5,001 and \$50,000 | <input type="checkbox"/> 1, 2, 3, 5, 6, 7, 8 | Death Certificate, Will, Identification Documents |
| Estate without a Will, without Lending Estate value between \$5,001 and \$50,000 | <input type="checkbox"/> 1, 2, 3, 6, 7, 8 | Death Certificate, Letters of Administration, Identification Documents |
| Estate with a valid Will, without Lending Estate value over \$50,000 | <input type="checkbox"/> 1, 2, 3, 6, 7, 8 | Death Certificate, Will, Probate, Identification Documents |
| Estate without a Will, without Lending Estate value over \$50,000 | <input type="checkbox"/> 1, 2, 3, 6, 7, 8 | Death Certificate, Letters of Administration, Identification Documents |
| Estate with a valid Will, with Lending | <input type="checkbox"/> 1, 2, 3, 6, 7, 8 | Death Certificate, Will, Probate, Identification Documents |
| Estate without a valid Will, with Lending | <input type="checkbox"/> 1, 2, 3, 6, 7, 8 | Death Certificate, Letters of Administration, Identification Documents |

1. Deceased Customer Details

| | |
|--|---|
| Title | <input type="text"/> |
| Surname | <input type="text"/> |
| Given name(s) | <input type="text"/> |
| Residential Address (PO Box not acceptable) | <input type="text"/> |
| | State <input type="text"/> Postcode <input type="text"/> |
| Date of birth | <input type="text" value="DD / MM / YYYY"/> Date of death <input type="text" value="DD / MM / YYYY"/> |
| Account No. (if known) | Card No. first four and last four digits (if known) <input type="text"/> |

2. Notifying Party (Your) Details

| | |
|--|--|
| Title | <input type="text"/> |
| Surname | <input type="text"/> |
| Given name(s) | <input type="text"/> |
| Residential Address (PO Box not acceptable) | <input type="text"/> |
| | State <input type="text"/> Postcode <input type="text"/> |
| Daytime number | (<input type="text"/>) <input type="text"/> Email <input type="text"/> |
| Are you an existing Suncorp Bank customer? | <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, please record your Account No. <input type="text"/> |
| Relationship to Deceased | <input type="checkbox"/> Executor <input type="checkbox"/> Administrator <input type="checkbox"/> Next of Kin <input type="checkbox"/> Solicitor <input type="checkbox"/> Other <input type="text"/> |

3. Distribution and Authority to Release Funds Held

Completion of this section authorises Suncorp to finalise the Estate including release of funds and closure of accounts. Funds cannot be released if multiple payment instructions are provided. Please select one option from the applicable sections below. Please note, if you require further fields for authorised party's name and signature consent, please contact us on 07 3135 3525 (Mon-Fri 9am-5pm AEST).

Does a Term Deposit account form part of the Estate?

No. Continue to **Section B**. Yes. If yes, please complete **Section A** and **Section B**.

Section A – Options for Term Deposit/s

I/ We hereby request Suncorp to release funds from selected or all deposit accounts, held in the above mentioned Estate and make payment to/ convert to:

Option 1

Early Release of Term Deposit/s

Term Deposit/s will be released early with funds deposited into the option selected below. Please note, no fee will incur for the early release of Term Deposit/s.

Option 2

Convert all or selected Term Deposit/s into an Estate Term Deposit Account

All or selected Term Deposit/s will be closed with funds invested into new Term Deposit account/s in the name of the Estate. Executors/ Administrators will be listed as signatories on the account.

Suncorp will match the interest rate from the previous Term Deposit account, for the remaining duration of the term. Should you choose to invest these funds in this new Term Deposit account, it will be subject to the account Terms and Conditions. Please be advised should you require access to the funds during the new Term Deposit investment term, we will be unable to waive the applicable Administration Fee and 30 day timeframe for cancellation and release of funds.

Please note: If the option to 'convert to an Estate Account' is selected, a certified copy of Letters of Administration or Grant of Probate must be provided prior to the conversion of the account, along with any other documentation requested by Suncorp Bank. All Executors/ Administrators (if applicable) must be Suncorp Bank customers. If they are not currently a Suncorp Bank customer, they will need to be identified prior to conversion of the account. If all signatories do not provide a valid Tax File Number, withholding tax may be charged on the account/s. Tax File Numbers can be provided at any time by contacting our banking team on 13 11 55 or visiting a Store.

If you require further information about this option or wish to open this Term Deposit account, please contact Customer Support on 07 3135 3525 (Mon-Fri 9am -5pm AEST) to advise of the previous Term Deposit account/s which are required to be converted.

Section B – Options for non Term Deposit Accounts

I/ We hereby request Suncorp to release funds from all deposit accounts, held in the abovementioned Estate and make payment to/ convert to:

Option 1 – Deposit into Suncorp account

Account title

Account number

Option 2 – Transfer to another Financial Institution

Account title

Account number BSB

Option 3 – Balance made payable by Bank Cheque

Cheque payable to " Solicitors Trust Account"

OR

Cheque payable to "Estate of the late

OR

Cheque payable to "

Option 4 – Convert to Estate Account

Deposit accounts held in the sole name of the Deceased will be converted to an Estate deposit account. Executors/ Administrators will be listed as signatories on the account. Only one account will be converted with all funds transferred to this account and the account title will be updated to reflect 'In the Estate of (Deceased name).' Credit Cards cannot be converted.

Please note: If the option to 'convert to an Estate Account' is selected, a certified copy of Letters of Administration or Grant of Probate must be provided prior to the conversion of the account, along with any other documentation requested by Suncorp Bank. All Executors/ Administrators (if applicable) must be Suncorp Bank customers. If they are not currently a Suncorp Bank customer, they will need to be identified prior to conversion of the account. If all signatories do not provide a valid Tax File Number, withholding tax may be charged on the account/s. Tax File Numbers can be provided at any time by contacting our banking team on 13 11 55 or visiting a Store.

Signatures from authorised parties

Executor/ Claimant 1

Name

Signature Date:

Executor/ Claimant 2

Name

Signature Date:

4. Intestate Deceased Estate without Letters of Administration

Declaration under the Statutory Declarations Act 1959 (Cth)

I /We, Next of Kin and/or Beneficiaries, is/are entitled to claim under the Laws of Intestacy and as such do hereby claim to be entitled to the assets of the Deceased. In view of the size of the Estate I/we are not applying for Letters of Administration and are not aware of anyone else intending to so apply. I/We state that there is no dispute in relation to the assets of the Estate of the Deceased, that there are no known persons who may lodge a claim on the Estate and the Estate is free of debt.

We request Suncorp-Metway Limited ("Suncorp") to:

1. Close Suncorp Bank account held in the name of the Deceased, and
2. Close Suncorp Bank account held in the name of the Deceased, and
3. Close Suncorp Bank account held in the name of the Deceased, and
4. Close Suncorp Bank account held in the name of the Deceased, and
5. Close Suncorp Bank account held in the name of the Deceased

as they form part of the Estate of the Deceased. We agree to be bound by the Terms and Conditions for Suncorp Accounts and Continuing Credit Accounts and request Suncorp to pay the funds, from all the closed accounts to me/ us in accordance with the my/ our instructions set out in Section 3 of this form.

In consideration of Suncorp agreeing to our request, I/We jointly and severally agree to indemnify Suncorp against all actions, suits, claims or demands which may arise or be made upon Suncorp by another party and also against all losses, charges, expenses which Suncorp may incur or be liable for as a result of Suncorp carrying out my/our request.

Declarant 1

Declared before a Justice of the Peace/Commissioner for Declarations/Solicitor. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.

Name Occupation
Address
 State Postcode
Signature Date:

Justice of the Peace/ Commissioner for Declarations/ Solicitor

Name
Email Qualification
Signature Date:

Declarant 2

Declared before a Justice of the Peace/Commissioner for Declarations/Solicitor. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.

Name Occupation
Address
 State Postcode
Signature Date:

Justice of the Peace/ Commissioner for Declarations/ Solicitor

Name
Email Qualification
Signature Date:

Notes in relation to a Commonwealth statutory declaration

Note 1: a person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the Statutory Declarations Act 1959.

Note 2: chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 – see section 5A of the Statutory Declarations Act 1959.

5. Statutory Declaration – Deceased Estate without Probate

I/We, the Executor(s) as named in the last known will and testament of the Deceased, do hereby claim to be entitled to the assets of the Deceased. In view of the size of the Estate I/We are not applying for a Grant of Probate and are not aware of anyone else intending to so apply. I/We state that there is no dispute in relation to the assets of the Estate of the Deceased, that there are no known persons not mentioned in the Will, who may lodge a claim on the Estate and the Estate is free of debt.

We request Suncorp-Metway Limited ("Suncorp") to:

- | | | |
|-------------------------------|----------------------|---------------------------------------|
| 1. Close Suncorp Bank account | <input type="text"/> | held in the name of the Deceased, and |
| 2. Close Suncorp Bank account | <input type="text"/> | held in the name of the Deceased, and |
| 3. Close Suncorp Bank account | <input type="text"/> | held in the name of the Deceased, and |
| 4. Close Suncorp Bank account | <input type="text"/> | held in the name of the Deceased, and |
| 5. Close Suncorp Bank account | <input type="text"/> | held in the name of the Deceased |

as they form part of the Estate of the Deceased. We agree to be bound by the Terms and Conditions for Suncorp Accounts and Continuing Credit Accounts and request Suncorp to pay the funds, from all the closed accounts to me/ us in accordance with the my/ our instructions set out in Section 3 of this form.

In consideration of Suncorp agreeing to our request, I/We jointly and severally agree to indemnify Suncorp against all actions, suits, claims or demands which may arise or be made upon Suncorp by another party and also against all losses, charges, expenses which Suncorp may incur or be liable for as a result of Suncorp carrying out my/our request.

Declarant 1

Declared before a Justice of the Peace/Commissioner for Declarations/Solicitor. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.

| | | | |
|-----------|----------------------|------------|---|
| Name | <input type="text"/> | Occupation | <input type="text"/> |
| Address | <input type="text"/> | | |
| | | State | Postcode |
| Signature | <input type="text"/> | Date: | <input type="text" value="DD / MM / YYYY"/> |

Justice of the Peace/ Commissioner for Declarations/ Solicitor

| | | | |
|-----------|----------------------|---------------|---|
| Name | <input type="text"/> | | |
| Email | <input type="text"/> | Qualification | <input type="text"/> |
| Signature | <input type="text"/> | Date: | <input type="text" value="DD / MM / YYYY"/> |

Declarant 2

Declared before a Justice of the Peace/Commissioner for Declarations/Solicitor. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the Statutory Declarations Act 1959, and I believe that the statements in this declaration are true in every particular.

| | | | |
|-----------|----------------------|------------|---|
| Name | <input type="text"/> | Occupation | <input type="text"/> |
| Address | <input type="text"/> | | |
| | | State | Postcode |
| Signature | <input type="text"/> | Date: | <input type="text" value="DD / MM / YYYY"/> |

Justice of the Peace/ Commissioner for Declarations/ Solicitor

| | | | |
|-----------|----------------------|---------------|---|
| Name | <input type="text"/> | | |
| Email | <input type="text"/> | Qualification | <input type="text"/> |
| Signature | <input type="text"/> | Date: | <input type="text" value="DD / MM / YYYY"/> |

Notes in relation to a Commonwealth statutory declaration

Note 1: a person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the Statutory Declarations Act 1959.

Note 2: chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 – see section 5A of the Statutory Declarations Act 1959.

6. Post or Email Consent

The authorising party (Executor, Next of Kin, Administrator) to please tick, their preferred method of contact.

Post Email. If email, please complete the following email consent information below.

Individual Executors/ Next of Kin/ Administrator

I/ We, executor(s)/administrator(s) of the Estate of consent to Suncorp Bank providing me/ us with bank statements and other confidential information as necessary in relation to the Deceased's accounts and facilities held with Suncorp Bank via email. Suncorp Bank will use the nominated email address/s and I/ we acknowledge that it is the my/ our responsibility to ensure the nominated email address/s is/ are secure and confidential.

There is no guarantee that an email sent to us or by us will be secure, virus free or successfully delivered. I/We acknowledge and accept that Suncorp Bank is not liable if due to circumstances beyond its control, messages sent to the nominated address are intercepted, delayed or corrupted or received by someone else. I/We agree to indemnify Suncorp Bank against any damages or losses suffered as a result of an unauthorised party receiving and/or intercepting any such emailed documents. I/ We consent to Suncorp Bank using the following email address/s:

Consent and email address/s from authorised parties

| | | | |
|-------|----------------------|-----------|----------------------|
| Email | <input type="text"/> | | |
| Name | <input type="text"/> | Signature | <input type="text"/> |
| Email | <input type="text"/> | | |
| Name | <input type="text"/> | Signature | <input type="text"/> |

7. Proof of Identity

Under the Anti-Money Laundering and Counter Terrorism Financing Act 2006, all applicants must provide acceptable identification to establish and verify their identity. Suncorp reserves the right to request additional information to satisfy our requirements. **Full Name, Address and Date of Birth, where shown on any identification document, must be in English.**

If you have Primary Photographic ID as listed in Part A

- Two (2) Acceptable Identification Documents
- At least One (1) Item from Part A

If you DO NOT have Primary Photographic ID

- Three (3) Documents
- At least One (1) Item from Part B + One (1) Item from Part C

Acceptable Identification Requirements

PART A – Primary Photographic Identification Documents

- A current Drivers Licence
- A current Australian Passport (or expired within the last two years)
- A current Proof of Age Card issued by an Australian State/Territory (including 18 + cards)
- A current foreign passport or similar travel document issued by a government, the UN or agency of the UN (including your signature)
- A National Identity Card issued by a foreign government, the UN or agency of the UN (also containing your signature)

PART B – Primary Photographic Identification Documents

- A current Drivers Licence (without photograph)
- An Australian birth certificate/extract
- A citizenship certificate
- A current Centrelink Pension Card
- A foreign birth certificate issued by a foreign government, the UN, or agency of the UN

PART C – Secondary Identification Documents

- Australian Government Card/Notice showing entitlement to financial benefit (issued within the last 12 months)
- Income Tax Assessment Notice (issued by the ATO within the last 12 months)
- Council Rates Notice or Utilities Bill (e.g. gas, electricity, phone) (issued within the last 3 months)

PART D – Additional Identification Documents

- Current Medicare Card
- Current Credit/Debit ATM cards issued by an Australian Financial Institution
- Other Financial Institution Record (e.g. Bank Statement, Term Deposit Certificate, Passbooks)
- Current Tertiary Education Identity Card with Photo
- Current Government Issued Card with a Photo

PART E – Under 18 Years Old Additional Identification Documents

- Current Medicare Card
- Current Debit ATM card issued by an Australian Financial Institution

For those under 18 years old

- If you have Primary Photographic ID as listed in Part A below – One (1) Item from Part A
- If you DO NOT have Primary Photographic ID – Two (2) Documents
- At least One (1) Item from Part B + One (1) Item from Part E

- Other Financial Institution Records (e.g. Bank Statement, Term Deposit Certificate)
- Current school identification card containing your photograph
- Immunisation History Statement
- A letter from your school principal, with your name and residential address, written within the last 3 months, recording duration of attendance

Alternative Identification Documents for Aboriginal and Torres Strait Islanders

If you are of Aboriginal and/or Torres Strait Islander heritage and unable to produce identification under the parts above, a statement or letter (using the letterhead stationary of an Authorised Referee's Organisation) from an Authorised Referee that addresses the following:

- Authorised Referee's knowledge of the customer's full name (or other names), date of birth (actual or approximate) and residential address
- Capacity in which the Authorised Referee knows the customer
- Length of time the Authorised Referee has known the customer
- Date on which the reference was given

The statement or letter must be witnessed by a Community leader or Elder. The statement or letter may include a photo of the individual.

Alternatively, Suncorp can provide you with a template, please contact us for a copy.

An Authorised Referee can be:

- Chairperson, Secretary or CEO of an Aboriginal/Torres Strait Islander Organisation, or a board member of a local Aboriginal Land Council
- School principal or School counsellor
- A Minister of Religion
- Health Professional or Manager in Aboriginal/Torres Strait Island Medical Services
- Police officer
- Another person before whom a statutory declaration can be made
- Community leader or Elder (who is not a parent, sibling, or child of the individual)
- The individual's current employer or manager

8. Privacy Statement

Please review our privacy statement which advises how we protect your privacy and security.

Privacy is Important...

...especially when you consider the number of ways we communicate and interact these days. That's why we've put together this statement. It explains how we collect, hold, use and disclose your personal information and who we share it with.

And because it's guided by privacy laws, you can be sure it takes your rights seriously.

Above all, this statement is your assurance that we never take your privacy for granted and always take the utmost care in protecting your personal information.

Suncorp-Metway Ltd ("Bank"), is a member of the Suncorp Group, which we'll refer to simply as "the Group".

Why do we collect personal information?

Personal information is information or an opinion about an identified individual or an individual who is reasonably identifiable. The Bank collects personal information so that we can:

- identify you and conduct appropriate checks;
- understand your requirements and provide you with a product or service;
- set up, administer and manage our products and services;
- manage, train and develop our employees and representatives;
- manage complaints and disputes, and deal with dispute resolution bodies; and
- get a better understanding of you, your needs, your behaviours and how you interact with us, so we can engage in product and service research, development and business strategy including managing the delivery of our services and products via the ways we communicate with you.

What happens if you don't give us your personal information?

If we ask for your personal information and you don't give it to us, we may not be able to provide you with any, some, or all of the features of our products or services.

How we handle your personal information

We collect your personal information directly from you and, in some cases, from other people or organisations. We also provide your personal information to other related companies in the Group, and they may disclose or use your personal information for the purposes described in 'Why do we collect personal information?' in relation to products and services they may provide to you.

Under the following Australian laws we may be authorised or required to collect your personal information: Anti-Money Laundering and Counter-Terrorism Financing Act; Income Tax Assessment Acts, Tax Administration Act and A New Tax System (Goods and Services Tax) Act, and any regulations made under those Acts.

We will use and disclose your personal information for the purposes we collected it as well as purposes that are related, where you would reasonably expect us to. We may disclose your personal information to and/or collect your personal information from:

- other companies within the Group;
- any of our Group joint ventures where authorised or required;
- any entity where disclosure to, or collection from, such entity is required or authorised by law;
- customer, product, business or strategic research and development organisations;
- data warehouse, strategic learning organisations, data partners, analytic consultants;
- social media and other virtual communities and networks where people create, share or exchange information;
- publicly available sources of information;
- clubs, associations, member loyalty or rewards programs and other industry relevant organisations;
- a third party that we've contracted to provide financial services, financial products or administrative services – for example; information technology providers, administration or business management

services, consultancy firms, auditors and business management consultants, marketing agencies and other marketing service providers, and print/mail/digital/imaging/ document management service providers;

- yours or our advisers, agents, representatives or consultants;
- government, statutory or regulatory bodies and enforcement bodies;
- the Australian Financial Complaints Authority or any other external dispute resolution body;
- manufacturers for plastic card production (eg debit cards); and
- any other organisation or person, where you've asked them to provide your personal information to us or asked us to obtain personal information from them, eg your mother.

We'll use a variety of methods to collect your personal information from, and disclose your personal information to, these persons and organisations, including written forms, telephone calls and via electronic delivery. We may collect and disclose your personal information to these persons and organisations during the information life cycle, regularly, or on an ad hoc basis, depending on the purpose of collection.

Overseas Disclosure

Sometimes, we need to provide your personal information to – or get personal information about you from – persons located overseas, for the same purposes as in 'Why do we collect personal information?'. The list of countries Suncorp usually disclose personal information to is in our Suncorp Group Privacy Policy. Please go to www.suncorp.com.au/privacy to see our Suncorp Group Privacy Policy or call 13 11 55 to obtain a list of countries Suncorp usually disclose personal information to.

From time to time, we may need to disclose your personal information to, and collect your personal information from, other countries not on this list. Nevertheless, we will always disclose and collect your personal information in accordance with privacy laws.

Your personal information and our marketing practices

Every now and then, we and any related companies that use the Suncorp brand might let you know – including via mail, SMS, email, telephone or online – about news, special offers, products and services that you might be interested in. We will engage in marketing unless you tell us otherwise. You can contact us to update your marketing preferences at any time.

In order to carry out our direct marketing we collect your personal information from and disclose it to others that provide us with specialised data matching, trending or analytical services, as well as general marketing services (you can see the full list of persons and organisations under 'How we handle your personal information'). We may also collect your personal information for marketing through competitions and by purchasing contact lists.

We, and other people who provide us with services, may combine the personal information collected from you or others, with the information we, or companies in our Group, or our service providers already hold about you. We may use online targeted marketing, data and audience matching and market segmentation to improve advertising relevance to you.

How to access and correct your personal information or make a complaint

You have the right to access and correct your personal information held by us and you can find information about how to do this in the Suncorp Group Privacy Policy.

The Policy also includes information about how you can complain about a breach of the Australian Privacy Principles and how we'll deal with such a complaint. You can get a copy of the Suncorp Group Privacy Policy. Please use the contact details in Contact Us if you wish to do so.

Contact us

For more information about our privacy practices including overseas disclosure or to tell us about your marketing preferences you can visit: www.suncorp.com.au/privacy.

Alternatively, you can get in touch directly by contacting us on: Phone: 13 11 55 Email: privacyaccessrequests@suncorp.com.au Mail: Suncorp Bank GPO Box 1453, Brisbane Qld 4001 or by visiting a Suncorp Bank Store.

Internal use only – Verification Checklist

Identification Details

New Customers:

Complete KYC Verification

Existing Customers:

Verify Signature

IMPORTANT: Certified Copies are only accepted in certain circumstances. Refer to Knowledge for further details.

Authorised Party 1

| Existing Customer <input type="checkbox"/> Yes <input type="checkbox"/> No | Document 1 Details | Document 2 Details | Document 3 Details |
|--|---|---|---|
| Verified from | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy |
| Document Type | | | |
| Issuer | | | |
| State of Issue | | | |
| Issue Date (If any) | | | |
| Expiry Date (If any) | | | |
| Document Number (If any) | | | |
| Collection Date | DD / MM / YYYY | DD / MM / YYYY | DD / MM / YYYY |

Authorised Party 2

| Existing Customer <input type="checkbox"/> Yes <input type="checkbox"/> No | Document 1 Details | Document 2 Details | Document 3 Details |
|--|---|---|---|
| Verified from | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy | <input type="checkbox"/> Original <input type="checkbox"/> Certified Copy |
| Document Type | | | |
| Issuer | | | |
| State of Issue | | | |
| Issue Date (If any) | | | |
| Expiry Date (If any) | | | |
| Document Number (If any) | | | |
| Collection Date | DD / MM / YYYY | DD / MM / YYYY | DD / MM / YYYY |

Verification of ID conducted by:

| | | | |
|-------------------------|---|-------------------|---|
| Verifier's Name | <input type="text"/> | User ID Number | <input type="text" value="U"/> |
| Verifier's Organisation | <input type="text" value="Suncorp-Metway Limited"/> | Verification Date | <input type="text" value="DD / MM / YYYY"/> |