

# IDENTIFICATION FORM – AUSTRALIAN COMPANIES

Please ensure all applicable fields are completed in full

**Foreign companies, whether registered with ASIC or not, should use the FOREIGN COMPANIES IDENTIFICATION FORM**  
**Companies incorporated in Australia should use this form**

## Section 1: Australian Company Identification

### 1.1 General Information

Full name as registered by ASIC

ACN

Date of Incorporation


 /  / 

**Registered office address (PO BOX is NOT acceptable)**

Street

Suburb

State

Postcode

Country





**Principal place of business (if any) (PO BOX is NOT acceptable)**

Street

Suburb

State

Postcode

Country





### 1.2 Regulatory/Listing Details *(If the company is regulated or listed, select the relevant category and provide the information requested)*

- Regulated company** A company whose activities are subject to the oversight of a Commonwealth, State or Territory statutory regulator. In this context 'Regulated' means subject to supervision beyond that provided by ASIC as a company registration body. For example: Australian Financial Services Licensees (AFSL); Australian Credit Licensees (ACL); or Registrable Superannuation Entity (RSE) Licensees.

Full name of regulator providing licence (e.g. ASIC)

Licence type (e.g. AFSL, ACL, RSE)



Licence number

- Australian listed company**

Name of market / exchange

- Majority-owned subsidiary of an Australian listed company**

Australian listed company name

Name of market / exchange

### 1.3 Company Type *(select only ONE of the following categories)*

- Private/Proprietary** (companies whose name ends with Proprietary Limited, Pty Limited, Proprietary Ltd or Pty Ltd)
- Public** (companies whose name does NOT include the word Pty or proprietary; generally listed companies)

### 1.4 Directors *(To be completed for Private/Proprietary companies only)*

How many directors are there?  Provide full name of each director below

Full given names(s)

Surname

1	<input type="text"/>	<input type="text"/>
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2	<input type="text"/>	<input type="text"/>
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3	<input type="text"/>	<input type="text"/>
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4	<input type="text"/>	<input type="text"/>
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*If there are additional directors, please complete all details in section 1.4 in an additional form.*

## 1.5 Beneficial Ownership *(not required for Public companies as per section 1.5)*

Provide details of **ALL individuals** who are beneficial owners through shareholding of 10% or more and/or effective control of the customer entity.

	Full given name(s)	Surname	Role/Relationship with the customer	% Holding/Control (if applicable)
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*If there are additional beneficial owners (shareholders and/or controllers), please complete all details in section 1.5 in an additional form. It is noted that a full KYC form (Individuals) must be completed for all the persons listed in this section.*

## 1.6 Foreign Entity Ownership *(To be completed for all companies, if any foreign entity ownership exists)*

Provide details of ALL immediate entities and any other entities in the customer's ownership chain that hold through one or more shareholdings, 10% or more of the company's issued capital and are located in a foreign jurisdiction. Please note the section is not applicable if the customer does not have any foreign jurisdiction entities in its ownership chain or if the customer's entity ownership chain are Australian only.

	Full name of foreign entity ownership company	% Holding	Country of formation / incorporation / registration
1	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>

*If there are additional Foreign Entity Ownerships, please complete*

*all details in section 1.6 in an additional form.*

## Officer/Authorised Representative: Record of Identification and Verification Procedure

By completing and signing this Record of Identification and Verification Procedure I declare that I have verified the identity of the Customer and Beneficial Owners (as applicable) as required by AML/CTF requirements. I confirm that I have sighted the originals and/or original certified copies of the identification documents detailed above submitted to Citigroup Pty Ltd (Citi) and/or the Credit Provider have not made any unauthorised alterations.

Name of Officer/Authorised Representative

Signature of Officer/Authorised Representative

Date Verification Completed

## Internal Use: Australian Company Verification Procedure

Accepted verification documentation is to be provided to verify the information collected from the customer as stated in the form above as listed in one of the verification procedures described below (either the standard verification procedure for companies registered with ASIC, the standard verification procedure for companies not registered with ASIC or the alternate verification procedure for regulated or listed companies as described in section 1.2 of this form).

### Standard verification procedure

Information to be verified (all):

- The full name of the company as registered by ASIC
- Whether it is registered as a proprietary or public company
- The ACN issued to the company

**Alternate verification procedure for a regulated company, an Australian listed company or a majority owned subsidiary of an Australian listed Company (as described in section 1.2 of this form)**

Information to be verified (all):

- The full name of the company
- That the company is a regulated company, an Australian listed company or a majority owned subsidiary of an Australian listed company  
(whichever is applicable)

Tick ✓	Verification options (select one of the following options used to verify the Company)
<input type="checkbox"/>	Perform a search of the relevant market/exchange.
<input type="checkbox"/>	Perform a search of the relevant ASIC database.
<input type="checkbox"/>	Perform a search of the licence or other records of the relevant Commonwealth, State or Territory statutory regulator.
<input type="checkbox"/>	A public document issued by the company.