

Identification and proof of address – company account



All our customers need to confirm their identity and address with Westpac to keep their accounts secure and comply with New Zealand law. This includes companies and individuals associated with the company.

Who we need information from.

When a company sets up a new account (as either a new or existing customer), we need to collect and verify information about the company and certain individuals associated with the company. These individuals include:

- directors (including nominee directors)
- any other individuals with control over the management of the company's affairs
- shareholders (including nominee shareholders) who directly or indirectly own more than 25% of the company
- any other people acting on behalf of the company (such as those who have signing authority or power of attorney).

We need tax residency information for the individuals mentioned above along with their Tax Identification Number (TIN) for the countries where they are tax residents.

Identification (ID) we need to collect.

Company ID.

If your company has documents which set out ownership arrangements or voting rights, please bring them. For example:

- constitution
- company memorandum
- articles of association or incorporation.

We collect one of the following:

- certificate of incorporation (for New Zealand registered company)
- overseas equivalent of certificate of incorporation from country of registration (for overseas registered company); and ID for associated individuals.

ID for associated individuals.

We can send a link to individuals who have a current New Zealand driver licence or New Zealand passport to verify their details online, or each person can bring one of the following to a branch: (must be current)

- New Zealand driver licence (must be able to be verified electronically by Westpac)
- New Zealand passport
- overseas passport (must be signed)
- New Zealand firearms licence
- New Zealand refugee travel document
- New Zealand emergency travel document
- National ID card issued by the United Nations, a state or overseas government that includes your name, date of birth, photograph and signature.

OR

- Bring in your birth certificate along with a **Kiwi Access card** or ID issued by a New Zealand government agency such as a **SuperGold** card.

Proof of address.

Company address.

We collect one of the following:

- a company extract from a New Zealand government register (for example New Zealand Companies Office Companies Register)
- overseas equivalent of certificate of incorporation from country of registration (for overseas registered company); and

Any of the documents listed below dated in the last 12 months:

- utility bill
- statement/correspondence from another financial institution (not issued by Westpac Group)
- insurance policy document (not issued by Westpac Group)
- unexpired rental or tenancy agreement.

Address for associated individuals.

We can verify your address as well as your ID online or you can bring one of the following (dated in the last 12 months, for each individual) into a branch:

- utility bill
- statement or correspondence from another financial institution (not issued by Westpac Group)
- insurance policy document (not issued by Westpac Group)
- unexpired rental or tenancy agreement.

Source of wealth.

In some cases, we may need to ask you for more information before opening a new account. For example, to verify the associated individual's or company's source of funds or wealth or both.

For examples of the kinds of documents we can accept go to westpac.co.nz/id, then Where your money comes from.

Please contact us to check if there is anything extra you need to bring into your local branch.

If you're bringing in copies of documents, you'll need to get them certified first. Any documents in another language will need to be translated to English by an approved provider. For more about certifying documents and approved translation services go to westpac.co.nz/id, then When copies of documents need to be certified.