

In order to comply with the new Anti-Money Laundering and Counter-Terrorism Financing Legislation (AML/CTF), SCU has introduced a new Member Identification Procedure for individuals seeking banking services.

The new standard requirement is for an individual to provide at least 2 identity documents, which are accepted in a limited number of combinations.

The 3 categories of acceptable documents are:

- Category A – Primary Photo ID
- Category B – Non Photo Primary ID
- Category C – Secondary ID

Details of acceptable identity documents within each category shown on page 2 of this document.

Acceptable combinations of documents for a Normal Individual* with standard \$2000 Internet Banking transaction access limit.

- 1 Category A document and 1 Category B document
or
- 2 Category B document and 1 Category C document

SCU will require additional identification from individuals who are not Australian citizens or wishes to do the following:

- Increase their Internet Banking transaction limit.
- Join SCU via mail or fax.
- Operate the account for business purposes.

Prospective Members may wish to contact the Member Contact Centre on 13 61 91 for additional ID requirement information.

*A Normal individual is defined as a person who is an Australian citizen, joins SCU via SCU branch network or Bank@post and is not operating the account for business purposes.

Category A Documents

- Drivers Licence issued by an Australian State or Territory
 - Passport issued by the Australian Government current or less than 2 years expired
 - Current Foreign Passport
 - International Travel Document (having the same characteristics as a passport)
 - Current Proof of Age Card issued by an Australian State or Territory
 - National ID (Photo) Card issued by an Australian State or Territory
 - Firearms Licence With Photo issued by an Australian State or Territory
 - Security Industry Licence Issued by an Australian State or Territory
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Category B Documents

- Birth Certificate or extract issued by Australian State or Territory
 - Change of Name Certificate issued by Australian State or Territory
 - Citizenship Certificate issued by Australian Government
 - Pension Card issued by the Commonwealth Australian State or Territory
 - Current Foreign /International Drivers Licence
 - Interim Drivers Licence Issued by Australian State or Territory
 - Firearms Licence Without Photo issued by an Australian State or Territory
 - **Children (under 18 years)** - Educational institution statement specifying the name, date of birth and address of the child and confirming attendance of the child at the institution and signed by a specified official of the institution (Must be less than three months old).
 - **Children (under 18 years)** – Family doctor statement specifying the name, date of birth and address of the child and confirming the patient doctor relationship with the child and is signed by the family doctor. (Must be less than three months old).
 - **Children (under 16 years)** – Parents is a signatory on the account and is a fully identified SCU member.
 - **Aboriginal person or a Torres Strait islander** - Verify their identity by having their full name and date of birth and address confirmed by community leaders at the community to which they belong.
 - **Non-Australian Residents** - Citizenship certificate issued by a foreign government (with English translation as required)
 - **Non-Australian Residents** - Birth Certificate issued by a foreign government (with English translation as required)
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Category C Documents

- Benefit notice issued by Australian, State or Territory government within last 12 months
- Tax assessment notice issued by the ATO within last 12 months
- Council rates notice or utilities bill issued within last 3 months (with residential address)
- Australian Bank Statement (Must be less than three months old and **not** electronically generated)
- Public Utility Records – Bill Sighted (Must be less than three months old)
- Current photo identity card for Australian Defence Forces or State Police
- A current consular photo identity card issued by the Department of Foreign Affairs and Trade
- **Electronic Sources**
- CRAA Record Search – subject to Privacy Act 1988