

# Identification and proof of address – Company account



We need to collect some information about your identity and address. This information is required by law and is to help keep you safe. You can provide us with identification and proof of address in a number of different ways. Here are some of your options.

## Who do we need information from?

When a company sets up a new account (as either a new or existing customer), we need to collect information about the company and some 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 own more than 25% of the company
- any other persons acting on behalf of the company (such as those who have signing authority or power of attorney).

You will be required to provide tax residency information for the individuals mentioned above along with their Tax Identification Number (TIN) for the countries in which they are tax residents of.

## What do I need for proof of address?

### Company address.

One of the following:

- A company extract generated from a New Zealand government register (e.g. New Zealand Companies Office)
- 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.

### Associated individual address.

One of the following dated in the last 12 months for each individual:

- 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.

## What ID do I need to bring?

### Company ID.

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;

### Associated individual ID.

One of the following: (must be current)

- New Zealand driver licence (must be able to be verified electronically by Westpac)
- New Zealand passport (must be signed)
- Foreign passport (must be signed)
- New Zealand firearms licence
- New Zealand refugee travel document
- New Zealand emergency travel document

### OR

- Bring in your birth certificate with your KiwiAccess or SuperGold card.

## Source of wealth.

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

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

**If you're bringing in copies of any documents, you'll need to get them certified by a Trusted Referee beforehand. Any documents in another language will need to be translated to English by an approved provider. Information on Trusted Referees and approved translation services can be found [here](#).**