

PROOF OF IDENTIFICATION AND ADDRESS REQUIREMENTS

New Zealand passed a law called the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 (“AML/CFT Act”). The law came into place as a means of showing New Zealand’s commitment to the international initiative to counter the impact that criminal activity has on people and economies within the global community.

Recent changes to the AML/CFT Act mean that from 1 July 2018 lawyers complete customer due diligence on all clients – new and existing.

Customer Due Diligence:

A law firm is now required to undertake certain background checks **before** providing services to clients. Conway Lane Law needs to obtain and verify certain information from you to meet these legal requirements. This information includes:

- your full name;
- your date of birth; and
- your address.

This information needs to be provided before our firm can provide you with our legal services.

Identification Requirements:

You can choose to prove your identity and address using one of the following options:

Option 1:

- Passport or NZ Firearms Licence
and
- Bank Account Statement or Rates Bill or Utility Bill showing your current address

Option 2

- NZ Driver Licence **and**
Birth Certificate or 18+ Card or Community Services Card or Super Gold Card or a bank card with your name embossed on it.
and
- Bank Account Statement or Rates Bill or Utility Bill showing your current address.

Documents are to be verified:

We need to sight the original documents and take copies for our records. Please bring the original documents to our office for verification by our staff. If you are unable to attend at our office with your documents, please have your documents certified by a Solicitor, Justice of the Peace, member of the Police, Chartered Accountant, Medical Doctor, Minister of Religion or Notary Public. Please scan and email the documents to your lawyer at Conway Lane Law and post the original certified copies to PO Box 576, Rangiora.

If you cannot provide the required information:

If we are not able to obtain the required information from you, it is likely we will not be able to act for you. Please note, the law applies to all clients. Therefore, we are required to obtain this information you, even if we have acted for you before.

