

KNOW YOUR CLIENT

Individual, Joint Investors and Sole Trader

WHEN TO USE THIS FORM

Use this form to provide the information we need to verify your identity and to meet our legal obligations (including those under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 and the collection of information required regarding your tax status in accordance with the United States Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standards (CRS)).

VERIFYING AN INVESTOR'S IDENTITY

We need to verify or confirm your identity by checking that certain details you provide in this form **match** the details that are in certain documents you need to attach to this form.

If you are signing this form under Power of Attorney or as the investor's legal or nominated representative (agent), we also need to verify your identity.

Please send us **original certified copies** of your original documents - don't send us the original documents. If the document is not written in English, then you must also attach an English translation prepared by an accredited translator. An accredited translator is any person who is currently accredited by the National Accreditation Authority for Translators and Interpreters Ltd (NAATI) at the level of Professional Translator or above. Please refer to www.naati.com.au for further information.

GETTING YOUR COPIES CERTIFIED

A copy of a document must be certified to be a true and correct copy of the original document. Only certain people can certify copies including:

- police officer or sheriff
- justice of the peace or notary public
- legal practitioner, magistrate, judge or registrar/deputy registrar of a court
- pharmacist, physiotherapist or veterinary surgeon
- optometrist, dentist, medical practitioner or nurse
- member of any of the following: Chartered Accountants Australia and New Zealand, the Association of Taxation and Management Accountants, CPA Australia or the Institute of Public Accountants.

You can see the full list of people who can certify documents or extracts at www.ampcapital.com/identification.

Example

I certify that this is a true and correct copy of the original document
John Citizen
 John Citizen, Justice of the Peace
 10 Other Street
 Suburb NSW 2000
 02 9999 9999 30 May 2016

DOCUMENTS FOR AN INDIVIDUAL/SOLE TRADER

So we can verify the identity of an individual/sole trader, you need to send us the documents shown under option A or B:

Option A

One of these:

- current Australian state or territory driver licence that has your photo
- Australian passport that is current or expired within the last two years
- card issued under a state or territory law to prove your age that has your photo
- current foreign government passport (or similar international travel document) that has your photo and signature
- current foreign driver licence that has your photo
- current national identity card that has your photo.

Option B

One of these:

- Australian or foreign birth certificate
- Australian or foreign citizenship certificate
- birth certificate extract
- pension card issued by Department of Human Services
- health card issued by Department of Human Services
- Australian or foreign marriage certificate.

Plus

One of these (**must** include the client's full name and residential address):

- a document issued by the Commonwealth or a state or territory within the last 12 months that shows financial benefits paid to you
- a document issued by the ATO within the last 12 months that shows money to be paid to you or that you need to pay to them (make sure you cross out your TFN)
- a document issued by a local government body or utility provider within the last three months that shows the services provided to you at your address
- if you're under 18 years old, a notice issued by a school principal within the last three months that shows how long you attended that school.

Please note: Where any document relied on as part of this procedure is in a language that is not English, it must be accompanied by an English translation prepared by an accredited translator.

SECTION 1 - INVESTOR DETAILS

Complete this document if you are investing as or on behalf of:

- an individual investor
- joint investors (all joint investors must provide details), or
- a sole trader.

1A. INVESTOR 1 (all investors must complete)

Personal details

Title Surname

Given name(s)

Date of birth (dd/mm/yyyy) Gender Male Female Other

Occupation Industry

Residential address (a PO Box is not acceptable)

Unit number Street number Street name

Suburb/Town State Postcode

Country

1B. SOLE TRADER ONLY

Full business name (if any) under which you carry on your business

ABN (if applicable)

Principal place of business (please tick)

Same as residential address in **part A** above

Other - please provide address (a PO Box is not acceptable)

Unit number Street number Street name

Suburb/Town State Postcode

Country

1C. INVESTOR 2 (joint investors only)

Personal details

Title Surname

Given name(s)

Date of birth (dd/mm/yyyy) Gender Male Female Other

Occupation Industry

Residential address (a PO Box is not acceptable)

Unit number Street number Street name

Suburb/Town State Postcode

1D. JOINT INVESTOR ONLY

Please indicate who will sign to authorise transactions on your investment account. If no selection is made, both signatures will be required for all transactions.

Both to sign Either to sign

SECTION 2 - TAX INFORMATION

Collection of tax status in accordance with United States Foreign Account Tax Compliance Act (FATCA) and Common Reporting Standard (CRS).

Tax residency rules differ by country. Whether an individual is a tax resident of a particular country is often (but not always) based on the amount of time a person spends in a country, the location of a person's residence or place of work. For the United States (US), tax residency can be as a result of citizenship or residency.

Any investor who is a tax resident of a country other than Australia, is required to provide their tax identification number (TIN) or equivalent below for each foreign country in which they are a tax resident.

A TIN is the number assigned by each country for the purposes of administering tax laws. This is the equivalent of a Tax File Number in Australia or a Social Security Number in the US. If a TIN is not provided, please list one of the three reasons specified (A, B or C) for not providing a TIN.

INVESTOR 1 (including Sole Traders)

Please answer **both** tax residency questions:

(a) Is the individual a tax resident of Australia? Yes No

(b) Is the individual a tax resident of another country? Yes No

If 'Yes' to (b), please provide details below.

1. Country

TIN

If no TIN, list reason A, B or C (see below)

2. Country

TIN

If no TIN, list reason A, B or C (see below)

3. Country

TIN

If no TIN, list reason A, B or C (see below)

INVESTOR 2 (if applicable)

Please answer **both** tax residency questions:

(a) Is the individual a tax resident of Australia? Yes No

(b) Is the individual a tax resident of another country? Yes No

If 'Yes' to (b), please provide details below.

1. Country

TIN

If no TIN, list reason A, B or C (see below)

2. Country

TIN

If no TIN, list reason A, B or C (see below)

3. Country

TIN

If no TIN, list reason A, B or C (see below)

If there are more countries, provide details on a separate sheet and tick this box.

Reason A The country of tax residency does not issue TINs to tax residents.

Reason B The country of tax residency issues TINs, but I currently cannot provide it.

Reason C The country of tax residency does not require the TIN to be disclosed.

SECTION 3 - DECLARATION AND SIGNATURE

All investors (or their agents or attorneys if applicable) must complete this section.

ANTI-MONEY LAUNDERING (AML), COUNTER-TERRORISM FINANCING (CTF), UNITED STATES FOREIGN ACCOUNT TAX COMPLIANCE ACT (FATCA) AND COMMON REPORTING STANDARD (CRS) OBLIGATIONS

By applying to invest you warrant that:

- you comply and will continue to comply with all applicable AML & CTF and sanctions laws and regulations and FATCA/CRS obligations, including but not limited to the law and regulations of Australia in force from time to time (AML/CTF and Sanctions Law and FATCA/CRS obligations)
- you are not aware and have no reason to suspect that:
 - the moneys used to fund your investment have been or will be derived from or related to any money laundering, terrorism financing or similar activities that would be illegal under applicable laws or regulations or otherwise prohibited under any international convention or agreement ('illegal activity'), or
 - the proceeds of your investment will be used to finance any illegal or sanctioned activities
- you, your agent or your nominated representative will provide us with all additional information and assistance that we may request in order to comply with any AML/CTF and Sanctions Law and FATCA/CRS obligations, and
- you will notify us if you are or become:
 - a 'politically exposed' person or organisation for the purposes of any AML/CTF Law
 - a 'proscribed person or entity' for the purposes of the Sanction Law, or
 - commonly known by a name other than the name provided in the form you complete at the time of applying for an investment.

By applying to invest you also acknowledge that we may:

- decide to delay or refuse any request or transaction, including by suspending the issue or redemption of units, if we are concerned that the request or transaction may breach any obligation of, or cause us to commit or participate in an offence under any AML/CTF and Sanctions Law and FATCA/CRS obligations, and we will incur no liability to you if we do so
- take other action we reasonably believe is necessary to comply with AML/CTF and Sanctions Law and FATCA/CRS obligations, including disclosing any information held about you to any of our related bodies corporate or service providers whether in Australia or outside Australia, or to any relevant Australian or foreign regulator, and
- collect additional information about you from time to time, from you or from third parties, for the purposes of satisfying AML/CTF and Sanctions Law and FATCA/CRS obligations, and that any such information may be used and disclosed as described in the AMP Privacy Policy available online at www.amp.com.au/privacy or by contacting us.

SECTION 3 - DECLARATION AND SIGNATURE (CONTINUED)

DECLARATION

All investors, agents acting as legal or nominated representative for investors and attorneys acting under power of attorney must sign this declaration.

I/We:

- agree to the anti-money laundering, counter-terrorism financing, FATCA and CRS statement above
- declare and agree that any information and documents relevant to and provided with or separate to this data collection form are complete and correct, and if they are about another person, have been provided with the consent of that person
- acknowledge that it is a criminal offence to knowingly provide false or misleading information or documents, and
- if a certified copy of a document containing a photograph of an individual is submitted with this form, I/we warrant that I/we have advised the certifier of their responsibility to be satisfied that the photograph in the original document is a true likeness of the individual named in that document
- agree to notify AMP as soon as possible when my tax residency changes.

SIGNATURE(S) - The signatories must be the same as the application or subscription form which is being submitted.

Signatory 1

Title	Surname	First name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Signing as (please tick):

<input type="checkbox"/> Individual	<input type="checkbox"/> Sole trader	<input type="checkbox"/> Joint investor	<input type="checkbox"/> Agent	<input type="checkbox"/> Attorney
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Signature

Date (dd/mm/yyyy)

<input type="text" value="X"/>

<input type="text"/>

Signatory 2 - Joint investor

Title	Surname	First name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Signing as (please tick)

<input type="checkbox"/> Joint investor	<input type="checkbox"/> Agent	<input type="checkbox"/> Attorney (if more than 2 attorneys, please provide names and signatures)
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Signature

Date (dd/mm/yyyy)

<input type="text" value="X"/>

<input type="text"/>

KNOW YOUR CLIENT FORM CHECKLIST

The investor/agent/attorney has:

- Completed all relevant sections of the form
- Read and understood the obligations and declaration in Section 3 and signed and dated this section
- Attached original certified copies of documents to verify their identity as set out on page 1

OFFICE USE ONLY - VERIFICATION PROCEDURE

- Attach a legible certified copy of the ID documentation used to verify the individual (and any required translation) - as outlined on page 1

By completing and signing this Record of Verification Procedure, I declare that:

- an identity verification procedure has been completed in accordance with the AML/CTF Rules, in the capacity of an AFSL holder or their authorised representative
- the tax information provided is reasonable considering the documentation provided.

ID DOCUMENT DETAILS	Document 1	Document 2 (if required)
Verified From	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy	<input type="checkbox"/> Original <input type="checkbox"/> Certified copy
Document Issuer		
Issue Date		
Expiry Date		
Document Number		
Accredited English Translation*	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted	<input type="checkbox"/> N/A <input type="checkbox"/> Sighted

* Documents that are written in a language that is not English must be accompanied by an English translation prepared by an accredited translator.

Representative/Employee Name

Signature

Date Verification Completed (dd/mm/yyyy)

CONTACT DETAILS

Client Services

T: 1800 658 404

8.30am - 5.30pm Sydney time

Monday to Friday

F: 1800 630 066

E: clientservices@ampcapital.com

W: www.ampcapital.com