



Document checklist

Partnership & Joint Venture

What we need to complete your application

Thank you for your interest in NAB. All clients applying for a new business account must complete the identification procedures for the purposes of Anti-Money Laundering and Counter Terrorism Financing laws. The checklist below contains the information we require to establish you as a Customer. Further information may be collected from you to support the establishment process, if required.

Please note that each signatory operating on the account, as well as all Beneficial Owners* and all partners will need to provide identification documents as per the **Individual Checklist** unless they are existing NAB Customers. Part of our ongoing due diligence, individuals who have been NAB Customers prior to 12/12/2007 may be asked to provide ID documents again.

Information required

- Full name of the Partnership or Joint Venture
- Full business name of partnership as registered under any Commonwealth, State or Territory business names legislation (if applicable)
- ABN (if Australian) or a government issued ID number from a foreign authority (if applicable)
- Australian Registered Body Number (ARBN) (if applicable)
- Date of establishment
- Country in which the Partnership was established
- The nature & purpose of your intended banking relationship with NAB
- Your Wealth – the activities that have contributed to your wealth to date and which countries did it originate from
- Nature of Business/Industry – all activities of the business
- Full Principal Place of Business Address and mailing address if different to your Principal Place of Business Address
- Registered Address (If Registered Address is not available, the country in which the partnership was established)
- Trading Address (if different from Registered Address)
- Full name, residential address, date of birth, and foreign tax status (if any), of each Beneficial Owner*
- Full name, address, date of birth, and foreign tax status (if any), of all partners (if individuals)
- If any individuals are a citizen or resident of any foreign country for tax purposes, provide Tax Identification Number (TIN)
- Foreign Account Tax Compliance Act (FATCA)/Common Reporting Standard (CRS) information of the Partnership or Joint Venture
- Any Signatories
- Any Joint Account Holders

*The individual who owns (directly or indirectly) 25% or more of the Partnership, or who are entitled (directly or indirectly) to exercise 25% or more of the voting rights including power of veto. If there is no such individual, then this applies to the individual who holds the position of Senior Managing Official (or equivalent) e.g. Chief Executive Officer (CEO) or Managing Partner. The Beneficial Owner can be the same individual as the nominated partner.

- Any Agent/Verifying Officer (VO) of the Customer
- Confirmation of the regulated status of the partnership through reference to the current membership directory of the relevant professional association (if applicable)

If partners are a Company and/or Trust

For Company Partners

- Please also refer to the **Australian Company Checklist**

For Trust Partners

- Please also refer to the **Trust Checklist**

Documents required

For Registered Partnerships

- Document evidencing current membership of the Professional Association e.g., CPA, Chartered Accountants, Real Estate, Institutes (if applicable)
- The full Partnership Agreement (if available or the original, or a certified copy or certified extract, of minutes of a partnership meeting)

Next steps

- Organise all required individuals to provide identification documents at a NAB branch or their banker. Where we have your consent, we may be able to verify your identity electronically
- Arrange a time to complete the application process with your banker
- Provide or email information and relevant documents to your banker