

# Identity Certification - Change of Name



Use this form to change your name.

Please print and send your completed form to: [memberservices@gatewaybank.com.au](mailto:memberservices@gatewaybank.com.au)

Important information: You will not be able to save partially completed forms.

\* Denotes Mandatory Field

## Guidelines for Certifiers

**Original** documents must be sighted - copies of previously certified copies are not accepted. Certify each copy with:

- ✓ "This is to certify this is a true copy of the original which I have sighted"
- ✓ Date the original documents were sighted and copies certified
- ✓ Sign, print certifier full name plus title, official stamp &/or registration number

**Please note:** Acceptable certifiers must be independent of the individual being certified i.e. can not be related.

### Acceptable Occupations for Certifiers

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> 01 Legal Practitioner                       | <input type="checkbox"/> 06 Justice of the Peace   | <input type="checkbox"/> 11 Australian Consular or Diplomatic Officer                                      |
| <input type="checkbox"/> 02 Judge of a Court                         | <input type="checkbox"/> 07 Notary Public  | <input type="checkbox"/> 12 Officer of Financial Institution (min. 2yrs)                                   |
| <input type="checkbox"/> 03 Magistrate                               | <input type="checkbox"/> 08 Police Officer   | <input type="checkbox"/> 13 Australia Post Employee (min. 2yrs)  |
| <input type="checkbox"/> 04 CEO of a Federal Court                   | <input type="checkbox"/> 09 Agent of Australia Post  | <input type="checkbox"/> 14 Finance Company Officer (min. 2yrs)  |
| <input type="checkbox"/> 05 Registrar or Deputy Registrar of a Court | <input type="checkbox"/> 10 Accountant & Member of recognised accounting body (min. 2yrs membership) | <input type="checkbox"/> 15 Officer or Authorised representative of Australian Financial Services licensee |
|  |  | <input type="checkbox"/> 16 Certified Practising Accountant (min. 2yrs membership)                         |

## Details of Original Documents

Category*	Document Name*	Individual Named*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Category*	Document Name*	Individual Named*
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Certifier Statement

I have examined the original documents listed above and endorsed each copy with:  
"This is to certify this is a true copy of the original which I have sighted."

Full Name*	<input type="text"/>	Reg No.	<input type="text"/>	
<b>Residential or Business Address</b>		Job Title*	<input type="text"/>	
Number*	<input type="text"/>	Street Name*	<input type="text"/>	
Suburb*	<input type="text"/>	State*	<input type="text"/>	
		PC*	<input type="text"/>	
Country*	<input type="text"/>		Occupation No.* (from above)	<input type="text"/>
Signature*	<input type="text"/>		Phone*	<input type="text"/>
			Date*	<input type="text"/>

It is an offence under the Anti-Money Laundering and Terrorist Financing Act 2006 to give false and misleading information.

## Details of Name Change

Reason for change of name

Married  Divorced  Name change

### Old Name

Title\*  Mr  Mrs  Ms  Miss  Dr  Prof

Old First Name\*

Old Middle Name

Old Last Name\*

Old Signature\*

### New Name

Title\*  Mr  Mrs  Ms  Miss  Dr  Prof

New First Name

New Middle Name

New Last Name\*

New Signature\*

Membership No.

Country Area Number

Phone\*

## Required Documents

The certifier must sight the following documentation\*:

1 x Category A Document **PLUS**  1 x Category B Document

## Document Categories

Category	Document Name	Issued By	Mandatory Requirements
<b>A</b>	Marriage Certificate	Australian Government	Signature or person document is issued Current
	Divorce Papers	Australian State or Territory	If Maiden name is not shown, a marriage certificate is required
	Deed Poll	Registry of Births, Deaths & Marriages (Australian State or Territory)	Previous & current name to be displayed
<b>B</b>	Drivers Licence (or permit)	Australian State or Territory	Current (not expired) with photograph
	Passport	Australian Government	Current (not expired) with photograph & signature
	Proof of Age Card	Australian State or Territory	Current (not expired) with photograph
	Defence Force Identity Card	Australian Defence Force	Current (not expired) with photograph
	Police Force Identity Card	Federal, State or Territory Police Force	Current (not expired) with photograph
	Consular Identity Card	Department of Foreign Affairs & Trade	Current (not expired) with photograph