



## How to get certified copies of your documents

If you can't bring original documents in to us, you will need to bring certified copies. People in the following professions can certify a photocopied document for you.

- A licensed legal practitioner
- A Justice of the Peace
- A notary public
- A police officer
- An agent of the Australia Post who is in charge of postal outlet
- A permanent employee of Australia Post with 2 or more years of continuous service
- An Australian consular officer or an Australian diplomatic officer
- An officer with 2 or more continuous years of service with one or more financial institutions or finance companies
- An officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more continuous years of service with one or more licensees
- A member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants with 2 or more years of continuous membership

For more information call

**13 22 65**

7 days a week

7am to 9pm AEST Monday – Friday

8am to 6pm AEST Saturday – Sunday

or visit [nab.com.au](http://nab.com.au) or ask at your local branch



Hearing impaired customers with telephone typewriters can contact us on **13 36 77**.

## 100 points guide

What to bring to a NAB branch for your 100 point identification check

## Why do I need 100 points of identification?

Customer identification is a legal requirement under the Federal Government's Anti-Money Laundering and Counter-Terrorism Financing Act 2006. NAB refers to this process as the '100 point' check. To open your first NAB account or to be added as a signatory to an account, you'll need to bring 100 points of identification into a NAB branch.

Individuals representing clubs, associations, partnerships and companies also need to show 100 points of identification when using our products and services for the first time.

### If you're already a NAB customer

If you're already a customer and have done your 100 point check, you won't need to show us 100 points again<sup>1</sup> if you open additional accounts or become a signatory on another account.

### What documents should I bring to the branch?

Please bring original documents or certified copies that 'add up' to 100 points. You can choose from the following list. At least one of your documents must be **primary** – such as a driver's licence or a birth certificate.

### Primary documents = 70 points each

You'll need to bring **at least one** of the primary documents below – some have photos and some do not.

Documents with your photo
Australian driver's licence
Passport (or other international travel document)
Proof of age card
Documents without your photo
Birth certificate (not extract)
Citizenship certificate
Social security/pension card

### Secondary documents = 30 points each

Medicare card
Australian Taxation Office notice
Identity card – tertiary institution
Identity card/permit 'other' – Australian Government issue
Identity card – issued by Foreign Government
Licence – 'other' (international/foreign)
Licence – 'paper' (Australian Government issue)
Rates notice
Utility bill
Recipient Abstudy/Austudy
Under 18 years – educational institution

### Easy ways to show us 100 points

Here are some examples of what you could bring to a branch. Remember you need **at least one primary document**.

Primary document		Secondary document		Total
Australian driver's licence 70 points	+	Medicare card 30 points	=	100 points
Australian passport 70 points	+	Utility bill 30 points	=	100 points
Australian birth certificate 70 points	+	Rates notice 30 points	=	100 points

If it's easier, you can bring two **primary documents** worth 70 points each. Just make sure your total points are 100 or greater.

Primary document		Primary document		Total
Australian driver's licence 70 points	+	Australian passport 70 points	=	140 points
Australian driver's licence 70 points	+	Australian birth certificate 70 points	=	140 points

### Do the 100 points apply to everyone?

There are a few exceptions.

If you've arrived in Australia within the last six weeks, you can show your passport with an arrival stamp from the Department of Immigration and Citizenship.

If you're an Aborigine or a Torres Strait Islander from a remote community, you can provide a written reference from two elected members of local government (subject to our checks and approval).

Please call us on **13 22 65** if you have any questions.

### Do children need 100 points?

Yes, children under the age of 18 also need two valid documents equalling 100 points.

### What if I open my first account online or over the phone?

Your account will be set up straight away and you can deposit money into it, but we'll need to see your 100 points of identification in a branch before you can make withdrawals.

<sup>1</sup> We will, however, need to confirm that we already hold the relevant information.