

# Identity Checklist for Domestic Sole Proprietor /Sole Trader

Thank you for your interest in our products and services.

Whether you're looking for a low fee bank account for your business expenses, a business savings account that earns you interest, or a combination of the two, BOQ has a business bank account that can suit your needs.

This checklist is a guide for customers applying for a new business account. We need the following information from you so that we can comply with our regulatory obligations under the Anti-Money Laundering and Counter-Terrorism Financing laws. We may need additional information from you to support the account opening process.

**These guidelines apply to all Australian and/or New Zealand citizens.**

## What we need:

- Full name
- Date of birth
- Residential address
- Full business name under which you carry on business
- Principal place of business
- Postal address
- Australian Business Number (ABN) issued to the customer by the ATO.
- Nature of the business activities of the sole proprietor/sole trader
- If any authorised users are a foreign citizen or resident for tax purposes, please provide a Tax Identification Number (TIN)
- Each account holder and authorised user (including signatories) operating on the account will need to provide identification documents as per the **Identity Checklist for Individuals** at your local BOQ branch (unless they are existing BOQ customers)

Please bring all the above information to your appointment at your local BOQ branch so we can open your new BOQ Business Account as soon as possible.