| ***Context:*** *This document is a request for Information to Identify and Verify the Key Controllers of this Not for Profit/Charitable organization.*  This form is to be completed and signed by a Key Controller of the organisation  ***A key controller is a person holding one of the following roles in the organization:***   1. *Chairman (or equivalent position who is able to make overarching decisions for the organisation – e.g. CEO, President, etc.)* 2. *Treasurer (or equivalent position with control over the finances of the business – e.g. CFO, Financial Controller, etc.)* 3. *Secretary* |
| --- |
| **Section A – ONLY to be completed by a Key Controller of the organisation** |
| I, [Full First and Last Name], am a [Role Title] of [Business Name], confirm that the information contained in this disclosure certificate is true, accurate and complete to the best of my knowledge and belief.  I hereby confirm that following are the individuals holding the roles of Key Controller in the organisation.   | **Full Name** | **Title/Position** | **Type(s) of ID Provided** (e.g. License, Passport) | **Country of Issuance for ID(s) Provided1** | **Confirm Copies of ID Provided1** | **Confirm Liveness Completed OR Certified ID(s) Provided2** | | --- | --- | --- | --- | --- | --- | | 1 [Chairman Full Name] | **Chairman  (or equivalent)** | [ID Type] | [Country] | ☐ | ☐ | | 2 [Treasurer Full Name] | **Treasurer  (or equivalent)** | [ID Type] | [Country] | ☐ | ☐ | | 3 [Secretary Full Name] | **Secretary** | [ID Type] | [Country] | ☐ | ☐ |   ☐ I acknowledge that this certification is given in connection with the Anti-Money Laundering and Counter-Terrorism Financing Rules and that it is an offence under section 136 of the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth) to knowingly provide false or misleading information.  ☐ I have a copy/copies of my ID as required1,2   | **Signed:** [Initial/Name here to Electronically-Sign] | **Date Signed:**  [Date Signed] | | --- | --- | |  |  | |

*1 Please provide 1 valid form of ID for each of the Chairman, Treasurer (or equivalent roles), and Secretary  
2 Note that if you are providing an ID other than an Australian or New Zealand Drivers License/Passport, IDs provided must either be Certified/Notarised according to the regulations of your country of residence, or alternatively, provided through Liveness by the ID holder (which can be accessed using* [*the following link*](https://eu.onfido.app/f/2a50e466-a8c3-4ee6-a788-056745da9056)*)*