



Document checklist

Sole Trader

What we need to complete your business 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 the sole proprietor (individual) and each signatory operating on the account 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 business name as registered with ASIC and its registration date (if applicable). If business name is not registered, the full name that the business operates under
- ABN (if any)
- The nature & purpose of your intended banking relationship with NAB
- Your Wealth - the activities that have contributed to your wealth to date and from which countries did it originate from
- Nature of Business/Industry - all activities of the business
- Principal Place of Business Address and mailing address if different to your Principal Place of Business Address
- If your business is a resident of any other country for tax purposes (this is required under Foreign Account Tax Compliance Act (FATCA) / Common Reporting Standard (CRS) regulations)
- For the individual (sole proprietor) - full name, residential address, mailing address, occupation, date of birth, country(ies) of citizenship and if you are a resident of a foreign country for tax purposes, provide Tax Identification Number (TIN)
- Any Signatories other than the individual
- If any signatories are a citizen or resident of a foreign country for tax purposes, provide Tax Identification Number (TIN)
- Any Guardian of the individual
- Any Joint Account Holders
- Any Agent

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 onboarding process with your banker
- Provide or email information and relevant documents to your banker