



LCU

banking you can trust

Unincorporated Association Membership Application Form

T 02 9859 0585 F 02 9859 0555 P PO Box 1967 Macquarie Centre 2113

ABN 77 087 650 217 AFSL/Australian Credit Licence 240807

Date		Member Number (Office use only)	
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Indemnity by Committee Members: In return for the Credit Union opening the account in the name of the unincorporated association, the members of the committee, whose details appear below, agree to indemnify the Credit Union for any amount by which the account is overdrawn.

Association/Club Details								
Association/Club Name								
Association's Postal Address (mandatory)								
Unit / Floor / Street No.		Street Name						
Suburb / Town					State		Postcode	
Email address				Phone				

Please tick here if the unincorporated association has written rules or a constitution and produce them (or a copy) for us to sight

List Details of Committee Members

1st Committee Member

Title		Home Phone	
Surname		Daytime Phone	
Given Names		Mobile Phone	
Membership No (if a member)		Date of Birth	
Residential Address (mandatory)			
	Post Code:		
Specify Position (e.g. Secretary)			
Signature			
	Date:		

2nd Committee Member

Title		Home Phone	
Surname		Daytime Phone	
Given Names		Mobile Phone	
Membership No (if a member)		Date of Birth	
Residential Address (mandatory)			
	Post Code:		
Specify Position (e.g. Secretary)			
Signature			
	Date:		

3rd Committee Member

Title		Home Phone	
Surname		Daytime Phone	
Given Names		Mobile Phone	
Membership No (if a member)		Date of Birth	
Residential Address (mandatory)	Post Code:		
Specify Position (e.g. Secretary)			
Signature	Date:		

4th Committee Member

Title		Home Phone	
Surname		Daytime Phone	
Given Names		Mobile Phone	
Membership No (if a member)		Date of Birth	
Residential Address (mandatory)	Post Code:		
Specify Position (e.g. Secretary)			
Signature	Date:		

Unincorporated Association's Authorisation to Open Account

The Committee of the unincorporated association resolved that:

1. the association open an account with LCU.
2. the person(s) listed above are the association's office bearers who are authorised to open the account as trustees for the association and to operate on the account
3. Where there are 2 or more signatories, the account signing authority will be as follows:

Any One to Sign

 Any Two to Sign

 All parties to Sign

4. [as the Association does not have written rules or constitutions, the committee confirms that the name of the association is] *[delete if the Association has rules]*

I confirm that this is a true copy of the resolution.

Yours faithfully

.....

Chair of the Committee

.....

Please print name

Selecting Your Accounts and Access Facilities			
Choice of Account Types:	<input type="checkbox"/> On Call (S1)	<input type="checkbox"/> e*Savers (S50)	<input type="checkbox"/> Intelligent Savers (S8)
Choice of Access Facilities:	<input type="checkbox"/> VISA card	<input type="checkbox"/> Internet Banking	<input type="checkbox"/> eStatements
	<input type="checkbox"/> Cheque Books	<input type="checkbox"/> Deposit Books	

Office Use Only:	
Date of Admission to Membership	

Record of Identification Procedure for the Unincorporated Association

Member Identification Procedure – Unincorporated Associations carried out

Association's name confirmed from Constitution

Record of Identification Procedures for Committee Members who are not Credit Union members:

<input type="checkbox"/> 1st Committee Member - Member Identification Procedure carried out and document(s) produced were:	<input type="checkbox"/> 2nd Committee Member - Member Identification Procedure carried out and document(s) produced were:
<input type="checkbox"/> 3rd Committee Member - Member Identification Procedure carried out and document(s) produced were:	<input type="checkbox"/> 4th Committee Member - Member Identification Procedure carried out and document(s) produced were:

Access Facilities Action List

	Account Opened/Share Debited
	Welcome Letter Sent
	Internet Banking access to ATO's provided
	eStatement register
	Visa Card Ordered
	Cheque Books Ordered
	Deposit Books Ordered

Confirmation

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Staff Member's Signature

Operator No

The law requires us to verify your identity when you open an account, change your name or when you become a signatory to an account.

You are required to provide the following identification with your application:

1. One document from List A – Photographic identification OR
2. One document from List B and one from List C

If you are mailing a copy of your identification documents, photocopies will be accepted however they must be certified by a person on the certifier categories list. The certifier will need to sight the original documents by following the instructions in the certifier endorsement section below.

All signatories to the account must be identified, please supply identification documents for signatories who are not already members.

If you are presenting original documents at the LCU office then this certifier endorsement is not required

List A – Primary Photographic Identification	
ID must be issued in Australia and must confirm full name and date of birth.	<ul style="list-style-type: none"> • Passport (current or expired within 2 years) • Drivers licence (current) – front and back • Proof of age card (current)
List B – Primary Non-Photographic Identification	
ID must be issued in Australia and must confirm first name, surname and date of birth or address.	<ul style="list-style-type: none"> • Birth Certificate (full or extract) • Citizenship Certificate • Centerlink pensioner concession card (current)
List C – Secondary Identification	
ID must be issued in Australia and must confirm full name and date of birth.	<ul style="list-style-type: none"> • Council rates or utilities bill e.g. water, phone, electricity etc. (not more than 12 months old) • Tax assessment notice (not more than 12 months old) • Proof of Government benefit e.g. Austudy, family tax benefit (not more than 12 months old) - may NOT be used in conjunction with Centrelink Pension Concession Card in List B
Certifier Categories	
<ol style="list-style-type: none"> 1. Person who is enrolled on the roll of the Supreme Court of a state or territory, or the High Court of Australia, as a legal practitioner 2. Judge of a court 3. Magistrate 4. Chief executive officer of a Commonwealth court 5. Registrar or deputy registrar of a court 6. Justice of the peace/Commissioner for Declarations 7. Notary public 8. Police officer 9. Agent of the Australia Postal Corporation who is in charge of an office supplying postal services to the public 	<ol style="list-style-type: none"> 10. Permanent employee of the Australian Postal Corporation with 2 or more years of continuous service who is employed in an office supplying postal services to the public 11. Australian consular officer or an Australian diplomatic officer (within the meaning of the Consular Fees Act 1955) 12. Officer with 2 or more continuous years of service with one or more financial institutions 13. Finance company officer with 2 or more continuous years of service with one or more finance companies 14. 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 15. Member of the Institute of Chartered Accountants in Australia, CPA Australia or the National Institute of Accountants

To be completed by the certifier (if applicable)

Details of identification	
Full name of person being identified	
Type of documents certified	
Details of certifier	
Title	
Surname	
Given name(s)	
Occupation	
Category of certifier	
Certifier endorsement	
I have examined the original identification documents listed above	<input type="checkbox"/>
I have enclosed all certified copies of each document for LCU	<input type="checkbox"/>
I have endorsed each copy of the identification document with the following statement	<input type="checkbox"/>
This is to certify that this is a true copy of the original which I have sighted. Date, name, signed, title, registration number (if applicable). It is an offence under the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 to give false and/or misleading information.	
Certifier Signature	Date: