



# Self-certification (individual) form.

**This form is for individual Account Holders or sole traders.**

For joint Account Holders, each individual person should complete a separate form.

## Getting started

Laws based on the OECD Common Reporting Standard (CRS) require ME to collect and report information about an Account Holder's tax residence. Each country has its own rules for defining tax residence. Generally your tax residence is the country where you live. Special circumstances may cause you to be a tax resident elsewhere or a tax resident in more than one country at the same time (dual residency). If your tax residence is located outside Australia, we may be obliged to pass on the information in this form and other financial information with respect to your financial accounts to the Australian Taxation Office, and they may exchange this information with tax authorities of other countries pursuant to intergovernmental agreements to exchange financial account information.

For more information on tax residence, consult your tax adviser or the information on the OECD website [oecd.org](http://oecd.org). You can find summaries of defined terms at the end of this form.

## Section 1 - Identification of Account Holder

Are you already a ME customer?  No  Yes ▶ Account number

Title (Mr/Mrs/Miss/Ms/Other)  Given name(s)  Family name

Date of birth  Gender  Male  Female Email address

Residential address

Country  State  Postcode

Postal address (write 'AS ABOVE' if same as residential address)

Country  State  Postcode

## Section 2 - Tax residency

Are you a tax resident in any country other than Australia?

No  Yes ▼

If yes, complete the following specifying:

- (I) where you're a tax resident and
- (II) your Taxpayer Identification Number (TIN) for each country or a valid reason for not providing this.

Country	TIN	This country doesn't issue a TIN	This country doesn't require collection of my TIN
<input type="text"/>	<input type="text"/>	or <input type="checkbox"/>	or <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	or <input type="checkbox"/>	or <input type="checkbox"/>
<input type="text"/>	<input type="text"/>	or <input type="checkbox"/>	or <input type="checkbox"/>

If you're a tax resident in more than three countries, please provide the above details on a separate sheet.

## Section 3 - Declarations

- I understand that the information I've supplied is covered by the terms and conditions governing my relationship with ME setting out how ME may use and share the information I've supplied.
- I acknowledge that the information contained in this form and information regarding me and any Reportable Account may be provided to the Australian Taxation Office and exchanged with tax authorities of other countries where I may be a tax resident, pursuant to intergovernmental agreements to exchange financial account information.
- I certify that I'm the Account Holder of all the account(s) to which this form relates.
- I declare that all information provided in this declaration is true and correct.
- I undertake to advise ME within 60 days of any change in circumstances that affects my tax residency status or causes the information contained in this form to become incorrect or incomplete, and to provide ME with an updated self-certification within 60 days of such change in circumstances.

Your name (please print)  Signature  Date

## Returning your form

If you are a new customer applying for an account with ME, this form should be:

- attached and returned with your account application form

If you are a ME customer with an existing personal account, this form can be returned by:

- mail to ME Account Services, Reply Paid 1345, Melbourne VIC 8060
- email to [poa@mebank.com.au](mailto:poa@mebank.com.au)
- fax to (03) 9708 4635

If you are a ME customer with an existing business account, this form can be returned by:

- mail to ME Business Account Services, Reply Paid 1345, Melbourne VIC 8060
- email to [businessadmin@mebank.com.au](mailto:businessadmin@mebank.com.au)
- fax to (03) 9708 4681

If you are a ME customer with an existing treasury product account, this form can be returned by:

- mail to ME Treasury Services, GPO Box 1345, Melbourne VIC 3000
- email to [treasury@mebank.com.au](mailto:treasury@mebank.com.au)
- fax to (03) 9708 4719

## Defined terms

These are selected summaries of defined terms to assist you with the completion of this form. Further details can be found on the OECD website at [oecd.org](http://oecd.org)

**Account Holder** means the person listed or identified as the holder of a Financial Account. A person, other than a Financial Institution, holding a Financial Account for the benefit of another person as an agent, a custodian, a nominee, a signatory, an investment advisor, an intermediary, or as a legal guardian, is not treated as the Account Holder. In these circumstances that other person is the Account Holder. With respect to a jointly held account, each joint holder is treated as an Account Holder.

**Financial Account** is an account maintained by a Financial Institution.

**Participating Jurisdiction** means a jurisdiction with which an agreement is in place pursuant to which it will provide the information required on the automatic exchange of financial account information set out in the Common Reporting Standard and that is identified in a published list.

**Reportable Account** means an account held by one or more Reportable Persons.

**Reportable Jurisdiction** is a jurisdiction with which an obligation to provide financial account information is in place and that is identified in a published list.

**Reportable Person** is an individual who is a tax resident in a Reportable Jurisdiction under the tax laws of that jurisdiction.

**TIN** means taxpayer identification number or a functional equivalent in the absence of a TIN. A TIN is a unique combination of letters or numbers assigned by a jurisdiction to an individual and used to identify the individual for the purposes of administering the tax laws of such jurisdiction. Some jurisdictions do not issue a TIN. However, these jurisdictions often utilise some other high-integrity number with an equivalent level of identification (functional equivalent). Examples of that type of number include, for individuals, a social security/insurance number, citizen/personal identification/service code/number, and resident registration number.