



IDENTIFICATION REQUIREMENTS FOR NSW CONVEYANCING TRANSACTIONS FROM 1 AUGUST 2016.

From 1 August 2016, all solicitors, licensed conveyancers and lenders (i.e. banks and other financial institutions) are required to take “reasonable steps” to verify the identity of their clients in conveyancing transactions. These transactions include selling, purchasing or leasing a property. This means that, as solicitors, we must take “reasonable steps” to verify that you, as our clients, are, in fact, who you tell us you are and, as such, have the right to enter into a transaction. As a result, to enable us to verify your identification you must, before entering into a transaction, either

1. physically attend an appointment, either at our office, or arrange for us to visit your home or office; or
2. if you are in Australia, attend an Australian Post Office convenient to you to verify your identity; or
3. if you are overseas, arrange to utilise the services of an Australian Embassy, High Commission or Consulate.

If we are required to verify your identity, we will let you know in our correspondence or discussions with you what forms of identification we require to enable us to verify your identity. Generally, a valid and current driver licence and passport will satisfy the verification requirements; however, the requirements do differ depending on factors such as your citizenship. To avoid delay in respect of your transaction, we would ask that you respond to our request in relation to identification and this verification process as soon as possible.

If we have verified your identity, that verification is valid for 2 years for any transaction in which we act on your behalf.

Should you have any queries, please contact Kim Probert or Rebecca Darr.

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