

Certifying documents

Who can certify your AML documents?

This is a comprehensive list of persons that can certify AML documents for the purposes of the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth)*.

Certifying AML documents

Present the original AML document and a photocopy of that document to one of the people listed below. The person certifying the document will need to include the following information on the photocopy:

- ▶ “I certify that this is a true copy of the original document”; and
- ▶ the certifier’s:
 - full name
 - occupation, qualification or registration number (if any), which makes them eligible to certify documents;
- ▶ the date the document was signed and the certifier’s signature.

If this certification does not appear, you may be asked for new certified documents.

List of persons

Occupations

- ▶ A person who, under a law in force in a State or Territory, is currently licensed or registered to practise in the following occupations:
 - Chiropractor
 - Dentist
 - Legal practitioner
 - Medical practitioner
 - Nurse
 - Optometrist
 - Patent attorney
 - Pharmacist
 - Physiotherapist
 - Psychologist
 - Trade marks attorney
 - Veterinary surgeon

Other persons

- ▶ Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- ▶ Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- ▶ Bailiff
- ▶ Bank officer with 2 or more continuous years of service
- ▶ Building society officer with 2 or more years of continuous service

- ▶ Chief executive officer of a Commonwealth Court
- ▶ Clerk of a court
- ▶ Commissioner for Affidavits
- ▶ Commissioner for Declarations
- ▶ Credit union officer with 2 or more years of continuous service
- ▶ Employee of the Australian Trade Commission who is:
 - in a country or place outside Australia; and
 - authorised under paragraph 3(d) of the Consular Fees Act 1955; and
 - exercising his or her function in that place
- ▶ Employee of the Commonwealth who is:
 - in a country or place outside Australia; and
 - authorised under paragraph 3(c) of the Consular Fees Act 1955; and
 - exercising his or her function in that place
- ▶ Fellow of the National Tax Accountants’ Association
- ▶ Finance company officer with 2 or more years of continuous service
- ▶ Judge of a court
- ▶ Justice of the Peace
- ▶ Magistrate
- ▶ Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961
- ▶ Master of a court
- ▶ Member of Chartered Secretaries Australia
- ▶ Member of Engineers Australia, other than at the grade of student
- ▶ Member of the Association of Taxation and Management Accountants
- ▶ Member of the Australian Defence Force who is:
 - an officer; or
 - a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with 2 or more years of continuous service; or
 - a warrant officer within the meaning of that Act.
- ▶ Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- ▶ Member of:
 - the Parliament of the Commonwealth; or
 - the Parliament of a State; or
 - a Territory legislature; or
 - a local government authority of a State or Territory

- ▶ Minister of religion registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- ▶ Notary public
- ▶ 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
- ▶ Permanent employee of:
 - the Commonwealth or a Commonwealth authority; or
 - a State or Territory or a State or Territory authority; or
 - a local government authority;with 2 or more years of continuous service who is not otherwise specified in this list
- ▶ Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- ▶ Police officer
- ▶ Registrar, or Deputy Registrar, of a court
- ▶ Senior Executive Service employee of:
 - the Commonwealth or a Commonwealth authority; or
 - a State or Territory or a State or Territory authority
- ▶ Sheriff
- ▶ Sheriff's officer
- ▶ Teacher employed on a full-time basis at a school or tertiary education institution
- ▶ Member of the Australasian Institute of Mining and Metallurgy
- ▶ a 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 (however described)
- ▶ an officer with, or authorised representative of, a holder of an Australian financial services licence, having 2 or more years of continuous service with one or more licensees