

Partnership Identification Requirements.

We are required by Law* to collect information about your Partnership and details of the key individuals associated to the Partnership.

There are three steps to complete:



Step 1. Identification.

We need to receive one of the following identification documents:

For the Partnership

- ☐ The original or certified copy of the Partnership Agreement
- ☐ The original or certified copy of the accountant prepared financial accounts
- ☐ The original or certified copy of the Tax Notice from IRD

For key individuals associated to the Partnership

Please see our guide for acceptable [Individuals ID and Address Verification](#) we require and will accept.

We need to complete this process for:

- ☐ All Partners
- ☐ If the Partner is a Company or a Trust, the Entities and all key individuals of those Entities will also need to be identified, (refer Trust and Company Identification requirements)
- ☐ All authorised signatories who have been authorised by the Partners to operate the account



Step 2. Proof of address.

We are also required to verify the physical address of the Partnership and all key individuals and/or Entities (as above) of the Partnership.

If the Partnership has no documentation in its own name to verify the information, we can accept a document addressed to a Partner (at the same address).

Please see our guide for acceptable [Individuals ID and Address Verification](#).



Step 3. Foreign Tax Information.

To meet our obligations to comply with New Zealand tax law, we are also required to obtain foreign tax obligations for any individuals associated to the Partnership who are tax residents in other countries.

We will require the foreign Tax Information Numbers (or 'TIN') or equivalent for those countries.

Depending on the structure of your Partnership, we may also need to identify other key individuals associated to your Partnership, or if you have any questions regarding any of the above requirements please contact us on 0800 727 2265 to make an appointment at your nearest branch to discuss.