

Estates

To comply with our obligations under **the Anti-Money Laundering and Countering the Financing of Terrorism Act 2009** (the Act), we are required to collect identity and address information from executors (before Probate is applied for) and beneficiaries receiving more than 25% of any estate (before distribution is made). This also includes any other person authorised to act on their behalf.

We must also verify some of the information we have collected, and we do this when you provide us with certified documents, as described below.

1. PREFERRED OPTION

Please provide us with **certified copies** of the following:

- Your current and valid passport; and
- A utility or rates bill less than 6 months old.

Alternatively, please provide us with the documents as described in option 2.

2. ALTERNATIVE OPTION

Please provide us with **certified copies** of the following:

- Your current and valid driver licence; and
- A government issued document less than 12 months old; and
- A utility or rates bill less than 6 months old.

3. SUITABLE CERTIFIERS

Your identity document(s) must be certified by one of the following **trusted referees**:

- Wynn Williams lawyer
- A New Zealand lawyer
- A Justice of the Peace.

The **trusted referee** who certifies your document(s) must:

- Be older than 16 years of age
- Not be related to you by birth or marriage
- Not be your spouse or partner
- Not reside with you
- Not be involved in the transaction.

4. HOW DOCUMENTS MUST BE CERTIFIED

Identity documents must be certified as ***“a true copy of the original and the photograph represents a true likeness of [your name]”***.

If we require your proof of address to be certified, the document must be certified as ***“a true copy of the original document”***.

In all cases, the trusted referee must:

- Have sighted the original document
- Provide their name, occupation or capacity in which they are certifying as a trusted referee
- Have certified your documents within the last three months.

If you are unable to provide us with your certified documents, we may not be able to apply for Probate or distribute funds to beneficiaries receiving more than 25% of the estate.

If you are unable to provide some or all of the identity and address documents, or have the necessary documents certified as described, please contact your Wynn Williams advisor as soon as possible, so that we may advise you regarding alternative options.