


Customer Due Diligence Costs

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1. Law firms are required to undertake certain background checks before providing services to clients.
2. Depending on what services we will be providing you, we are required to obtain and verify information from you in order to meet our obligations under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009.
3. These include your full name, date of birth, address, nationality as well as copies of your documents, such as, passport, drivers' licence, birth certificate and bank statements.
4. Verification is done online through a specialist ALM provider called "Dimension GRC". They will contact you directly when requested by us – contact us if you would like additional information.
5. If you are seeing us about company or trust business, we will need information about the company or trust, including people associated with it (such as directors and shareholders, trustees and beneficiaries).
6. In some cases, for example residential and commercial conveyancing and trusts, we will need information about source of funds.
7. These requirements apply even if we have acted on your behalf previously. We are obliged to retain this information for at least 5 years after our business relationship with you ends. By providing the information to us, you consent to it being disclosed to external agencies for the purposes of verification. We will hold any information in accordance with our privacy policy (which is available from our website).
8. Associated charges are listed as disbursements in our fee estimate below:

Costs

Verification Cost – per natural person <i>ID, Address and PeP and Sanction check</i>	\$32.20 (incl GST)
Verification Cost – per Entity <i>Trusts, Limited Liability Companies, Charities.</i>	\$46.00 (incl GST)

NOTE: an example of how the verification costs is calculated. If we were to onboard a trust with three trustees (one being the settlor) the total cost would be $(3 \times 32.20) + 46 = \142.60