

Unclaimed money request

ASIC 216LIA

Important information

This form must be mailed to: **Resolution Life, GPO Box 3306, Sydney NSW 2001**

Contact phone number: **133 731** between 9 am and 5 pm (AEST/AEDT), Monday to Friday, excluding public holidays.

Please note:

To help us process your request quickly, please ensure all sections are completed and all necessary documentation is attached to this form.

Section 1 – Claimant details (all fields must be completed)

Claimant 1

Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Given name(s) Surname

Current address of claimant
 State Postcode Country

Mobile number Alternate phone number Date of birth (dd/mm/yyyy)

Email address

Claimant 2

Title ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Given name(s) Surname

Current address of claimant
 State Postcode Country

Mobile number Alternate phone number Date of birth (dd/mm/yyyy)

Email address

Section 2 – Policy owner details (If claiming for more than 1 ASIC account, complete section 9)

Details of the policy owner (as it appears on the ASIC website)

Policy number Year of return to ASIC ASIC – Original Transaction Number (OTN)

Policy owner/s full name Date of birth (dd/mm/yyyy) Life assured name Date of birth (dd/mm/yyyy)

Value of the policy
 \$

Section 3 – Capacity of the claimant

	Your capacity	Required certified documentation
<input type="checkbox"/>	Trustee (of a superfund, trust fund/account)	Document appointing the Trustee, generally located within the trust deed.
<input type="checkbox"/>	Executor of a deceased estate (all executors listed on the Will or Probate are required to make a claim)	If Probate has been granted, you must provide a certified copy of the death certificate and Will. Proof of the owner's address is also required.
<input type="checkbox"/>	A person holding Power of Attorney for the owner of the policy	Documents appointing the Power of Attorney.
<input type="checkbox"/>	Guardian appointed by the court	Document appointing the guardian.
<input type="checkbox"/>	Director or secretary of a registered company	Document showing who the director/s are.
<input type="checkbox"/>	Owner of the policy	Proof of identification, proof of ownership and address.*
<input type="checkbox"/>	Beneficiary of the policy	Proof of identification. Proof of connection to the deceased. Certified copy of the death certificate and Will.

*If the address on your unclaimed money record was for a business or company, you can provide a document from that business (showing the address as it appears on the unclaimed money record). Additional original official notices that are accepted are:

- | | |
|---|--|
| <input type="checkbox"/> Dividend advice or takeover notice (from any company) | <input type="checkbox"/> Electoral roll confirmation letter – contact the Australian Electoral Commission (Note: if you ask the AEC for this information about another person, they may not give it to you). |
| <input type="checkbox"/> Bank statement | <input type="checkbox"/> Transport authority confirmation letter – Contact the Department of Transport in your state or territory |
| <input type="checkbox"/> Council rates notice | <input type="checkbox"/> Centrelink confirmation letter |
| <input type="checkbox"/> Tax assessment notice issued by the Australian Tax Office | <input type="checkbox"/> Bank or financial institution confirmation letter |
| <input type="checkbox"/> Government correspondence | <input type="checkbox"/> Certified copy of a birth, marriage or death certificate of a relative (as long as you can prove kinship) |
| <input type="checkbox"/> Utilities and other bills (telephone, gas or electricity) | |
| <input type="checkbox"/> Certified copy of certified copy of certificates or academic results | |

Section 4 – Payment instructions (please complete all details of your nominated Australian bank, building society or credit union account.)

Account name

BSB number

Account number

Please note:

- The nominated bank account must be in the name of the at least one policy owner/beneficiary
- Third party accounts are only permitted for claimants from a trust account or a guardian appointed by the court
- Direct credit is not available on credit card accounts
- You need to contact your financial institution to verify your account details.
(Due to privacy legislation, we are unable to contact them on your behalf.)

Section 5 – Payment instructions for claimants who reside overseas (all sections need to be completed)

Name of financial institution

Address of financial institution

State	Postcode	Country

Account holder name

Account number

Sort (BSB) code

IBAN

BIC/Swift code

Section 6 – Personal identification and requirements of claimant/s

Please attach one document from each category

Category 1 Primary identification

- ☐ Current driver's licence
- ☐ Current passport with signature
- ☐ Current Centrelink card

Category 2 Secondary identification

- ☐ Current Medicare card
- ☐ Birth certificate
- ☐ Marriage certificate (if your name has changed)
- ☐ Current Veterans' Affairs card
- ☐ Current bank statement
- ☐ Utilities notice with your name and address, such as a council rate notice, electricity bill etc

Section 7 – Identification requirements

What the certifier needs to do to certify your photocopied ID

The certifier can certify the photocopy of your ID by placing a stamp or writing 'This is a true and correct copy of the original' followed by their signature, printed name, qualification and the date. For example:

Persons who can certify documents

A person who is currently licensed or registered under a law to practise in Australia in one of the following occupations:

- Architect
- Nurse
- Chiropractor
- Occupational therapist
- Dentist
- Optometrist
- Financial adviser or financial planner
- Patent attorney
- Legal practitioner
- Pharmacist
- Medical practitioner
- Physiotherapist
- Midwife
- Psychologist
- Migration agent registered under Division 3 of Part 3 of the Migration Act 1958, or similar legislation in a foreign country
- Trademarks attorney
- Veterinary surgeon



Section 7 – Identification requirements (continued)

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 two or more years of continuous service with one or more licensees;

An officer with, or a credit representative of, a holder of an Australian credit licence, having two or more years of continuous service with one or more licensees; or a person who is in the following list:

- Accountant who is:
 - (a) a fellow of the National Tax Accountants' Association; or
 - (b) a member of any of the following:
 - (i) Chartered Accountants Australia and New Zealand;
 - (ii) the Association of Taxation and Management Accountants;
 - (iii) CPA Australia;
 - (iv) the Institute of Public Accountants
- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- APS employee engaged on an ongoing basis with two or more years of continuous service who is not specified in another item in this list
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the **Consular Fees Act 1955**).
- Bailiff
- Bank officer with two or more continuous years of service
- Building society officer with two 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 two or more years of continuous service
- Employee of a Commonwealth authority engaged on a permanent basis with two or more years of continuous service who is not specified in another item in this list
- Employee of the Australian Trade and Investments Commission who is:
 - (a) in a country or place outside Australia and
 - (b) authorised under paragraph 3(c) of the **Consular Fees Act 1955**; and
 - (c) exercising the employee's function in that place
- Employee of the Commonwealth who is:
 - (a) at a place outside Australia; and
 - (b) authorised under paragraph 3 (d) of the **Consular Fees Act 1955**; and
 - (c) exercising the employee's function in that place
- Engineer who is:
 - (a) a member of Engineers Australia, other than at the grade of student; or
 - (b) a Registered Professional Engineer of Professionals Australia; or
 - (c) registered as an engineer under a law of the Commonwealth, a State or Territory; or
 - (d) registered on the National Engineering Register by Engineers Australia
- Finance company officer with two or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge
- 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 the Australian Defence Force who is:
 - (a) an officer; or
 - (b) a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with five or more years of continuous service; or
 - (c) a warrant officer within the meaning of that Act
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Governance Institute of Australia Ltd
- Member of:
 - (a) the Parliament of the Commonwealth or
 - (b) the Parliament of a State or
 - (c) a Territory legislature or
 - (d) a local government authority
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the **Marriage Act 1961**
- Notary public, including a notary public (however described) exercising functions at a place outside:
 - (a) the Commonwealth; and
 - (b) the external Territories of the Commonwealth
- Permanent employee of the Australian Postal Corporation with five or more years of continuous service who is employed in an office providing postal services to the public
- Permanent employee of:
 - (a) a State or Territory or a State or Territory authority; or
 - (b) a local government authority; with two or more years of continuous service other than such an employee who is specified in another item 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 employee of a Commonwealth authority
- Senior Executive employee of a State or Territory
- SES employee of the Commonwealth
- Sheriff
- Sheriff's officer
- Teacher employed on a permanent full-time or part-time basis at a school or tertiary education institution.

Section 7 – Identification requirements (continued)

Persons who can certify documents outside of Australia:

- A legal practitioner who holds a current practicing certificate under a law in force in a State or Territory in Australia
- Officers of any Australian bank or other Australian financial institution that holds either an AFSL or ACL (being either a bank, building society or credit union) or Australian finance company with offices outside Australia where the officer has two or more years' service with the relevant Australian financial institution or the relevant Australian finance company
- A judge, magistrate, registrar or deputy registrar of an overseas court
- An Australian consular or diplomatic officer who holds one of the following positions:
 - Consul-General
 - Consul
 - Vice-Consul
 - Trade Representative
 - Consular Agent
 - Ambassador
 - High Commissioner
 - Minister
- Head of a Mission
- Commissioner
- Charge d'Affaires
- Counsellor, Secretary or Attache at an Embassy, High Commissioner's office, Legation or similar.
- A member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants with two or more years of continuous membership.
- A person authorised as a notary public in a foreign country
- Employee of the Australian Trade and Investment 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.

Section 8 – Declaration and acknowledgement

Important note 1

A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of up to four years. See Section 11 of the *Statutory Declarations Act 1959*.

Important note 2

Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959*.

I/We make the solemn declaration by virtue of the Statutory Declaration ACT 1959 and subject to the penalties provided by the law for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular:

- I/We am/are over the age of 18 years old and am/are of full legal capacity
- I/We confirm that the address (if shown) on the ASIC Money Smart website is/was that of the policy owner
- I/We agree to indemnify Resolution Life Australasia for any liability it may occur by relying on this information

Each application must sign this declaration in the presence of a person who is authorised to witness a statutory declaration in your state or territory.

Signature of claimant 1 making declaration Date (dd/mm/yyyy)

X

Signature of claimant 2 making declaration Date (dd/mm/yyyy)

X

Declared at

Before me (signature of person before whom the declaration is made)

Date (dd/mm/yyyy)

Occupation of person before whom the declaration is made

Section 9 – complete this section if you are claiming for more than 1 ASIC account

Details of the policy owner (as it appears on the ASIC website)

Policy number	Year of return to ASIC	ASIC – Original Transaction Number (OTN)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Policy owner/s full name	Date of birth (dd/mm/yyyy)	Life assured name	Date of birth (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Value of the policy			
<input type="text"/>			

Details of the policy owner (as it appears on the ASIC website)

Policy number	Year of return to ASIC	ASIC – Original Transaction Number (OTN)	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Policy owner/s full name	Date of birth (dd/mm/yyyy)	Life assured name	Date of birth (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Value of the policy			
<input type="text"/>			

Details of the policy owner (as it appears on the ASIC website)

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<input type="text"/>	<input type="text"/>	<input type="text"/>	
Policy owner/s full name	Date of birth (dd/mm/yyyy)	Life assured name	Date of birth (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Value of the policy			
<input type="text"/>			

What you need to know

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