

Land Title Identity Verification



A face to face ID check is a standard requirement for real estate transactions in Australia.

ZipID will come to you and complete this requirement quickly and securely.

AUTHORISED AGENT OF

BUSINESS CODE FOR BOOKING

Book your ID check in under 2 minutes

- 1 Go to zipid.com.au
- 2 Enter the Business Code above
- 3 Choose a time and place that suits you
- 4 Relax knowing we will come to you (home or work)



Don't wait in line, *we come to you.*

We can visit you at home or work at a time convenient to you.

Bookings available Monday to Friday and **Saturday.**

No other ID check is required.



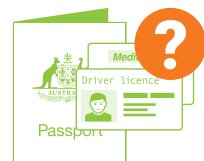
CONVENIENT ID CHECK
IN 5 MINUTES



WE SECURELY PROTECT
YOUR PERSONAL INFORMATION



AUTHORISED
ID CHECK SPECIALISTS



FOR HELP VISIT ZIPID.COM.AU
OR CALL US ON 1300 073 744

See back for more details

Frequently asked questions

Why is an ID check required?

The rules governing property transactions require every party to a transaction to have their identity verified. This helps to ensure trust and safety by protecting all parties against fraud.

I haven't had to do this before. Why now?

An ID check may not have been a requirement the last time you bought or sold a property. The current regulations require that the identities of all parties are verified for all new property transactions.

Who is ZipID?

ZipID is a specialist Identity Agent authorised to conduct your ID check. We assist hundreds of law firms, conveyancers and banks around the country with carrying out approved ID checks for property transactions.

How long will the appointment take?

Your ID check takes less than 5 minutes. The appointment will be conducted by a specially trained ZipID representative from Toll Fast using ZipID's secure technology.

Does ZipID come to my suburb?

ZipID is available in most metro areas and suburbs. You can check if your suburb (work or home) is covered at zipid.com.au.

What ID documents are required?

Specific combinations of original government issued ID documents are required. The most common eligible combinations are:

- ▶ Australian passport + Australian drivers licence; or
- ▶ Australian drivers licence + birth certificate + Medicare card.

Our online booking form at zipid.com.au/book will step you through what you require.

Are copies of ID documents acceptable?

No. It is a requirement that the ID documents must be originals and not copies (including certified copies).

What if the ID documents are expired?

Australian passports expired by less than 2 years are acceptable. Otherwise, if your ID documents have expired or will be expired at the time of your appointment you will need to have them reissued.

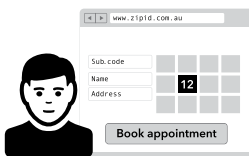
Will you take my photo?

Yes. This helps demonstrate that you are the same person as shown in your photo ID documents.

How are my identity details protected?

ZipID respects your privacy and securely protects all of your personal information. Please view our privacy policy at zipid.com.au/privacy.

How does ZipID work?



- 1 You book and pay for an appointment at a time and place that suits you (home or work).



- 2 Our mobile representative meets you and performs the ID check – takes less than 5 minutes.



- 3 Your conveyancer or solicitor receives a secure verified ID report from us.

Have more questions or need help? Visit zipid.com.au



CLIENT AUTHORISATION

Version:4.0

When this form is signed, the Representative is authorised to act for the Client in a Conveyancing Transaction(s).

Privacy Collection Statement: The information in this form is collected under statutory authority and used for the purpose of maintaining publicly searchable registers and indexes.

Representative Reference: _____

CLIENT DETAILS	CLIENT 1	CLIENT 2	
	NAME	_____	_____
	ACN/ARBN	_____	_____
	ADDRESS	_____	_____

TRANSACTION DETAILS	AUTHORITY TYPE	<input type="checkbox"/> SPECIFIC AUTHORITY <small>(set out conveyancing transaction details below)</small>	<input checked="" type="checkbox"/> STANDING AUTHORITY <small>ends on revocation or expiration date: ___/___/___ (tick relevant conveyancing transaction(s) below)</small>	<input type="checkbox"/> BATCH AUTHORITY <small>(attach details of conveyancing transaction(s))</small>
	CONVEYANCING TRANSACTION(S) 1	CONVEYANCING TRANSACTION(S) 2		
	LAND TITLE REFERENCE(S) <small>(and/or property description)</small>	Any land in the State of Victoria in relation to which the Client is registered as proprietor, or is the Director of any corporate entity registered as proprietor, or has gained an interest by way of a contract of sale, Court Order or other equitable interest, or in relation to which the Client is empowered to act pursuant to a Power of Attorney.		
	CONVEYANCING TRANSACTION(S)	<input checked="" type="checkbox"/> TRANSFER <input checked="" type="checkbox"/> PRIORITY/ SETTLEMENT NOTICE <input checked="" type="checkbox"/> OTHER	<input checked="" type="checkbox"/> MORTGAGE <input checked="" type="checkbox"/> DISCHARGE/ RELEASE OF MORTGAGE	<input checked="" type="checkbox"/> CAVEAT <input checked="" type="checkbox"/> WITHDRAWAL OF CAVEAT
ADDITIONAL INSTRUCTIONS	_____			

CLIENT AUTHORISATION AND SIGNING	CLIENT 1 / CLIENT AGENT 1	CLIENT 2 / CLIENT AGENT 2
	I CERTIFY that: (a) I am the Client or Client Agent; and (b) I have the legal authority to instruct the Representative in relation to the Conveyancing Transaction(s); and (c) If I am acting as a Client Agent that I have no notice of the revocation of my authority to act on behalf of the Client. I AUTHORISE the Representative to act on my behalf, or where I am a Client Agent to act on behalf of the Client, in accordance with the terms of this Client Authorisation and any Participation Rules and any Prescribed Requirement to: (a) sign Documents on my behalf as required for the Conveyancing Transaction(s); and (b) submit or authorise submission of Documents for lodgment with the relevant Land Registry; and (c) authorise any financial settlement involved in the Conveyancing Transaction(s); and (d) do anything else necessary to complete the Conveyancing Transaction(s).	
	DATE / / _____ CLIENT/CLIENT AGENT NAME _____ CAPACITY _____ AUSTRALIAN CONSULAR OFFICE WITNESS (if applicable) NAME _____ DATE _____	DATE / / _____ CLIENT/CLIENT AGENT NAME _____ CAPACITY _____ AUSTRALIAN CONSULAR OFFICE WITNESS (if applicable) NAME _____ DATE _____
	SIGN HERE	SIGN HERE

REPRESENTATIVE DETAILS AND SIGNING	REPRESENTATIVE	REPRESENTATIVE AGENT (if applicable)	
	NAME	_____	_____
	ACN/ARBN	_____	_____
	ADDRESS	_____	_____
I/We CERTIFY that reasonable steps have been taken to ensure that this Client Authorisation was signed by each of the Persons named above as Client or Client Agent. SIGNATURE OF REPRESENTATIVE OR REPRESENTATIVE AGENT IF APPLICABLE: DATE / / _____ SIGN HERE			
SIGNATORY NAME: _____ CAPACITY: _____			

TERMS OF THIS CLIENT AUTHORISATION

1. What is Authorised

The Client authorises the Representative to act on behalf of the Client in accordance with the terms of this Client Authorisation and any Participation Rules and any Prescribed Requirement to:

- (a) sign Documents on the Client's behalf as required for the Conveyancing Transaction(s); and
- (b) submit or authorise submission of Documents for lodgment with the relevant Land Registry; and
- (c) authorise any financial settlement involved in the Conveyancing Transaction(s); and
- (d) do anything else necessary to complete the Conveyancing Transaction(s).

The Client acknowledges that the Client is bound by any Documents required in connection with a Conveyancing Transaction that the Representative signs on the Client's behalf in accordance with this Client Authorisation.

2. Mortgagees

Where:

- (a) the Representative represents the Client in the Client's capacity as mortgagee; and
- (b) the Client represents to the Representative that the Client has taken reasonable steps to verify the identity of the mortgagor the Client indemnifies the Representative for any loss resulting from the Client's failure to take reasonable steps to verify the identity of the mortgagor.

3. Revocation

This Client Authorisation may be revoked by either the Client or the Representative giving notice in writing to the other that they wish to end this Client Authorisation.

4. Privacy and Client Information

The Client acknowledges that information relating to the Client that is required to complete a Conveyancing Transaction, including the Client's Personal Information, may be collected by and disclosed to the Duty Authority, the ELNO, the Land Registry, the Registrar and third parties (who may be located overseas) involved in the completion of the Conveyancing Transaction or the processing of it, and consents to the collection and disclosure of that information to any of those recipients, including to those who are overseas. For further information about the collection and disclosure of your Personal Information, refer to the relevant party's privacy policy.

5. Applicable Law

This Client Authorisation is governed by the law in force in the Jurisdiction in which the Property is situated. The Client and the Representative submit to the non-exclusive jurisdiction of the courts of that place.

6. Meaning of Words Used in this Client Authorisation

In this Client Authorisation, capitalised terms have the meaning set out below:

Australian Legal Practitioner has the meaning given to it in the relevant legislation of the Jurisdiction in which the property is situated and in South Australia is a legal practitioner for the purposes of the *Legal Practitioners Act 1981* (SA).

Batch Authority means an authority for the Representative to act for the Client in a batch of Conveyancing Transactions details of which are attached to this Client Authorisation.

Capacity means the role of the signatory (for example an attorney or a director of a company).

Caveat means a Document giving notice of a claim to an interest in land that may have the effect of an injunction to stop the registration of a Registry Instrument or other Document in the Titles Register.

Client means the Person or Persons named in this Client Authorisation.

Client Agent means a Person authorised to act as the Client's agent but does not include the Representative acting solely in this role.

Conveyancing Transaction has the meaning given to it in the ECNL.

Discharge/Release of Mortgage means a Document that discharges or releases a Mortgage.

Document has the meaning given to it in the ECNL.

Duty Authority means the State Revenue Office of the Jurisdiction in which the property is situated.

ECNL means the Electronic Conveyancing National Law as adopted or implemented in a Jurisdiction by the application law, as amended from time to time.

ELNO means Electronic Lodgement Network Operator and has the meaning given to it in the ECNL.

Identity Agent means a Person who is an agent of either a Representative, or a mortgagee represented by a Representative, and who:

- (a) the Representative or mortgagee reasonably believes is reputable, competent and appropriately insured; and
- (b) is authorised by the Representative or mortgagee to conduct verification of identity on behalf of the Representative or mortgagee in accordance with the Verification of Identity Standard.

Jurisdiction means an Australian State or Territory.

Land Registry means the agency of a State or Territory responsible for maintaining the Jurisdiction's Titles Register.

Land Title Reference means the relevant Land Registry's unique identifier(s) for the property.

Law Practice has the meaning given to it in the relevant legislation of the Jurisdiction in which the land the subject of the Conveyancing Transaction is situated.

Licensed Conveyancer means a Person licensed or registered under the relevant legislation of the Jurisdiction in which the property is situated and in Western Australia is a real estate settlement agent for the purposes of the *Settlement Agents Act 1981* (WA).

Mortgage means a Document by which a Person charges an estate or interest in land as security.

Participation Rules, as amended from time to time, has the meaning given to it in the ECNL.

Person has the meaning given to it in the ECNL.

Personal Information has the meaning given to it in the *Privacy Act 1988* (Cth).

Prescribed Requirement means any Published requirement of the Registrar that Representatives are required to comply with.

Priority/Settlement Notice means a notice (other than a Caveat) which prevents (subject to specified exceptions) registration or recording in the Titles Register of a Registry Instrument or other Document affecting land or an interest in land until the notice lapses or is withdrawn, removed or cancelled.

Publish means, for any information, to publish the information on the Registrar's website.

Registrar has the meaning given to it in the ECNL.

Registry Instrument has the meaning given to it in the ECNL.

Representative is the Australian Legal Practitioner, Law Practice or Licensed Conveyancer named in this Client Authorisation who acts on behalf of the Client and under the relevant legislation of the Jurisdiction in which the property is situated can conduct a Conveyancing Transaction.

Representative Agent means a Person authorised by a Representative to act as the Representative's agent. For the avoidance of doubt this can include an Identity Agent.

Specific Authority means an authority for the Representative to act for the Client in completing the Conveyancing Transactions described in this Client Authorisation.

Standing Authority means an authority for the Representative to act for the Client as described in this Client Authorisation for the period of time set out in this Client Authorisation.

Titles Register has the meaning given to it in the ECNL.

Transfer includes the preparation of all Documents required to effect a purchase or sale of land or any other transfer of land, and the liaison with, where relevant, any mortgagee or proposed mortgagee.

Withdrawal of Caveat means a Document which removes a Caveat.