



## Step 4 Proof of Identity instructions

You will need to provide documentation to prove you are the person to whom the superannuation entitlements belong. The following documents may be used to prove your identity.

<p><b>Either</b></p> <p>One of the following documents only:</p> <ul style="list-style-type: none"> <li>• driver's license issued under state or territory law</li> <li>• passport</li> </ul>		
<p><b>OR</b></p> <p>One of the following documents:</p> <ul style="list-style-type: none"> <li>• birth citizenship or birth extract</li> <li>• citizenship certificate issued by the Commonwealth</li> <li>• pension card issued by Centrelink that entitles the person to financial benefits</li> </ul>	<p><b>AND</b></p>	<p><b>One of the following documents only:</b></p> <ul style="list-style-type: none"> <li>• letter from Centerlink regarding a Government assistance payment</li> <li>• notice issued by Commonwealth, state or territory Government or local council within the past twelve months that contains your name and residential address. For example, <ul style="list-style-type: none"> <li>- Tax Office Notice of Assessment</li> <li>- Rates notice from local council.</li> </ul> </li> </ul>

### Certification of personal documents

All copied pages of ORIGINAL proof of identity documents (including any linking documents) need to be certified as true copies by any individual approved to do so (see below).

The person who is authorised to certify documents must:

- sight the original and the copy and make sure both documents are identical;
- make sure all pages have been certified as true copies by **writing** or **stamping** 'certified true copy' followed by their **signature, printed name, qualification** (eg Justice of the Peace, Australia Post employee, etc) and **date**.

A list of people authorised to certify a copy of an original document is available on our website at [sandhursttrustees.com.au/superforms](http://sandhursttrustees.com.au/superforms)

### Please send the completed form to:

Bendigo Superannuation  
GPO Box 529  
Hobart Tasmania 7001  
OR Email: [superannuation@bendigobank.com.au](mailto:superannuation@bendigobank.com.au)