



# Key individuals involved with the organisation (KI form)



This form needs to be completed by all individuals with more than 25% interest and/or effective control of your entity, and those people with any of the roles listed below. Only one form per person is required, no matter how many roles or functions they hold. Identification, proof of address and specimen signature is required for all key individuals (unless otherwise stated), if not already held by ASB.

## Organisation details

Organisation name

Organisation registration number (if applicable)

Organisation account number

123

## Organisation relationship

What is your relationship to the organisation (select all that apply)

Group A

☐ Chairperson

☐ Director

☐ Treasurer

☐ Secretary

☐ Committee Member

☐ Director of trustee company

☐ Shareholder with greater than 25% interest (directly or indirectly via another company)

☐ Professional/Independent trustee

☐ Trustee

☐ Trustee company representative able to act as a trustee

☐ Protector/Appointer

☐ Settlor

☐ Executor/Administrator

Group B

☐ Partner/Limited Partner

☐ General Partner/Director of General Partner

☐ Non-discretionary beneficiary with greater than 25% interest in trust

☐ Non-discretionary beneficiary with 25% or less interest in the trust. (Identification and proof of address not required if this is the only relationship to trust)

☐ Authorised signatory

☐ FastNet Business Administrator

☐ FastNet Business User who authorises

☐ Visa Business Administrator

☐ Visa Business Cardholder (must be at least 18 years old)

☐ FastNet Classic Access

☐ Authorised depositor

☐ Authorised Dealer

## Personal details

What is your full name?

Date of birth

Country(s) of citizenship

☐ NZ ☐ Other (specify)

Country/Jurisdiction(s) of tax residence

Taxpayer Identification Number (TIN)

Enter Reason A, B or C if no TIN is available

If you have selected Reason B, please explain why a TIN was not issued to you

Are you an existing ASB customer?

Yes ☐ No ☐

What is your occupation?

Telephone number

Mobile number

Residential (physical) address

Postal address (if different from physical address)

Email address

## Confidentiality of your information

- You agree that the Business, Rural and Corporate Banking Terms and Conditions, the Personal Banking Terms and Conditions and the Credit Card Conditions of Use will form the basis of your relationship with us, including how we will use information we collect about you and with whom we can share it. We may confirm your identity and address by electronically matching information you provide us with identification information in third party databases.
- If the entity has applied for a Visa Business Card for you or the entity has applied for a Visa Business Card account, you authorise us to:
  - If you are a sole trader, make credit checks, confirm your identity and make other enquiries with credit reporting agencies, other credit providers and third party databases. You also authorise those parties to provide such information to us.
  - If you are an individual, you also confirm that you are not an undischarged bankrupt, not liable under any proceedings, and have not applied for entry to or been admitted to the no asset procedure under the Insolvency Act 2006, or its amendments; and you will advise us should this change.
- Your information will be held by us, ASB Bank Limited, at ASB North Wharf, 12 Jellicoe Street, Auckland, 1010. You have rights of access to, and correction of, personal information (as defined in the Privacy Act 2020) held by us. ASB's Business, Rural and Corporate Banking Terms, Personal Banking Terms and Conditions and Conditions and Credit Card Conditions of Use are available at [www.asb.co.nz](http://www.asb.co.nz)

## Signature

Specimen signature (please sign clearly in centre of box below)

Date

For bank use only

Branch No

Staff No

Internal number:

Key individuals name:

## Tax residency self-certification information

Please read the following information before completing the “Country/Jurisdiction(s) of Tax Residence” details on page 1.

### Why do you need to provide this information?

The Tax Administration Act 1994 supports the implementation of the Common Reporting Standard (CRS) and the Foreign Account Tax Compliance Act (FATCA) in New Zealand. CRS and FATCA require certain New Zealand Financial Institutions to collect and report particular information about an Account Holder's tax residence.

### What is tax residence?

Each country/jurisdiction has its own rules to define tax residence. Generally your jurisdiction of tax residence is the country where you have a permanent place of abode. Special circumstances may cause you to be tax resident elsewhere or tax resident in more than one country at the same time. If you are a citizen of the United States (US) or a Green Card holder, you must indicate that you are a US tax resident on this form. If your tax residence is located outside of New Zealand, we may be legally obliged to pass on the information in this form and other information with respect to your financial accounts to the IRD. The IRD may then exchange this information with tax authorities of another country/jurisdiction. If you are unsure about your tax residence, please contact your tax advisor. Alternatively you can check the OECD website, which includes tax residence information for a number of countries or the Inland Revenue website for further information on NZ tax residence.

Please note that as a Financial Institution, we are not allowed to give tax advice.

### What is a taxpayer identification number (TIN) or functional equivalent?

A TIN or equivalent is a unique combination of letters or numbers assigned by a country/jurisdiction to an individual and used to identify the individual for the purposes of administering the tax laws of such country/jurisdiction. In New Zealand the TIN is equivalent to the IRD number. Other examples of a TIN or its equivalent for an individual include a social security/insurance number, citizen/personal identification/service code/number, and resident registration number.

### Completing the tax residence table

In this table, please list all applicable country/jurisdiction(s) where you (as the key individual) are a tax resident, including New Zealand. For each country/jurisdiction, except New Zealand, you will need to provide a taxpayer identification number (TIN) or equivalent.

If a TIN is not available for that country/jurisdiction, use the appropriate reason A, B or C. See below for details on each reason.

**Reason A:** The country/jurisdiction where the key individual is tax resident does not issue a TIN to its residents

**Reason B:** The key individual has not been issued a TIN by his/her country/jurisdiction of tax residence (please include an explanation as to why a TIN was not issued to the key individual in the “Explanation for Reason B” column for the corresponding entry number)

**Reason C:** The domestic law of the country/jurisdiction where the key individual is tax resident does not require the collection of a TIN.

### Additional information

Based on the information you provide us, we may contact you for further information.