

# Identification Record for Police Check 100 Point Check (201)



Following are some of the checks that may be made towards the prescribed verification procedure (100 Point Check), pursuant to the Financial Transaction Reports Act 1988 (FTR Act), for the purpose of obtaining an identification record (section 20A (1) (b) (i) of the FTR Act) for a signatory to an account. Refer to the Financial Transaction Reports Regulations 1990 for a complete list.

Please Note: ECHO Neighbourhood Centre uses this form to complete a 100 point check when staff and volunteers details are submitted for a police check.

### How to complete this form:

- Record the points scored for the checks carried out
- Total the points scored
- Checking Officer must sign and date this document

Name of applicant: \_\_\_\_\_

Role/position title: \_\_\_\_\_

Type of applicant:      Volunteer                      Paid Staff

Type of check	Points Check	Copy Obtained
<b>1. Primary Documents</b>		
Name of the signatory verified from one of the following: Note: Do not score additional points for more than one document.	<b>70 POINTS</b>	
Birth certificate		
Birth Card – issued by the NSW Registry of Births, Deaths and Marriages		
Citizenship certificate		
Current passport		
Expired passport – which was current within the preceding 2 years		
Other document of identity having the same characteristics as a passport – diplomatic or refugees documentation		
<b>2. Signatory is a known customer of at least 12 months</b>		
<b>40 POINTS</b>		
Statement from a financial institution – bank statement		
Customer of deposit-taking institutions – banks, credit unions, registered corporations		
<b>3. Name of signatory verified from a written reference from one of the following, signed by both the person giving it and the signatory: Note: Customer must be known for at least 12 months</b>		
<b>40 POINTS</b>		
An acceptable referee known for at least 12 months		
Another financial body certifying that the signatory is a known customer		
Another customer who has been verified as a signatory by the cash dealer – Key Card		
<b>4. Name of signatory verified from one of the following and contains a photograph or signature that can be matched to the signatory. Note: Additional documents can be awarded 25 points</b>		
<b>40 POINTS</b>		
Australian driver's licence		
Photograph identification card		
Student identification card		

<b>5. Name and address of signatory verified from any of the following:</b>		<b>35 POINTS</b>
Mortgage statement		
A document held by the cash dealer giving security over the signatory's property		
<b>6. Name and address of signatory verified from any of the following:</b>		<b>35 POINTS</b>
A current employer, or previous employer within the last 2 years		
A rating authority – land rates		
Land Titles Office Records		
<b>7. Name, address and telephone number verified:</b>		<b>25 POINTS</b>
Referenced to the latest published telephone directory		
By telephone contact with the signatory on that telephone number		
<b>8. Name of signatory verified from any other secondary identification document relating to the signatory</b>		<b>25 POINTS</b>
Note: More than one document may be counted, however points sourced from Master Card and Visa Card issued from the same financial institution may only be counted once.		
Credit Card		
Council rates notices		
Foreign driver's licence		
Marriage certificate		
Medicare Card		
Telephone account		
<b>9. Name and address of the signatory verified from any of the following:</b>		<b>25 POINTS</b>
The electoral roll compiled by the Australian Electoral Commission		
An acceptable referee		
Public utility record		
Letter from the owner, landlord, or a real estate agent acting as managing agent of the premises of accommodation		
Statement record of another financial body of which the signatory is a known customer		
<b>10. Name and date of birth of the signatory verified from any of the following:</b>		<b>25 POINTS</b>
The records of a primary, secondary, or tertiary education institution attended by the signatory within the last 10 years		
The records of a professional or trade association of which the signatory is a member.		
<b>The signatory is taken to be identified if the signatory rates at least 100 points</b>	<b>TOTAL</b>	

**CHECKING OFFICER**

Name: \_\_\_\_\_ Signatory: \_\_\_\_\_ Date: \_\_\_\_\_