PROPERTY TRANSFER PROFESSIONALS
CONVEYANCING SPECIALIST

Anti-Money Laundering (AML) and Privacy Obligations
Anti-Money Laundering and Counter-Terrorism Financing Obligations

We are required to comply with the requirements of the Anti-Money Laundering and Counter-Terrorism Financing legislation and associated rules and regulations (“AML/CTF Laws”).

Accordingly, before and during the course of acting for you, we may be required to:
(a) verify your identity and/or the identity of any beneficial owner, director, shareholder, trustee, appointor, beneficiary or other related party;
(b) obtain and retain copies of identification documents and other information relating to you and the transaction;
(c) obtain information regarding the source of funds, source of wealth, purpose of the transaction and other information required to comply with AML/CTF Laws;
(d) conduct ongoing monitoring of the transaction and our business relationship with you; and
(e) make enquiries or undertake searches using electronic verification systems or third-party databases.

You acknowledge and agree that:
(a) we may delay, refuse or cease to act for you if you do not provide requested information or documentation;
(b) we may be legally required to make reports to government authorities without notifying you; and
(c) we are not liable for any loss, delay or consequence arising from compliance with AML/CTF Laws.
You warrant that all information and documents provided to us are true, correct and not misleading.

Privacy and Collection of Personal Information
In the course of acting for you, we will collect, use and disclose personal information in order to provide legal and conveyancing services and to comply with legal and regulatory obligations, including AML/CTF Laws.
Your personal information may be disclosed to:
(a) government and regulatory authorities;
(b) financial institutions and lenders;
(c) electronic verification providers and identity verification services;
(d) courts, tribunals and registries;
(e) other parties involved in the transaction, including solicitors, conveyancers, real estate agents and settlement service providers; and
(f) third-party service providers engaged by our office.

We will handle your personal information in accordance with applicable privacy laws, including the Privacy Act 1988 (Cth).

You consent to us collecting, verifying, using, storing and disclosing your personal information for these purposes.

Australian Government
AUSTRAC

FIGHTING FINANCIAL CRIME TOGETHER

Helping prevent money laundering and financial crime

From 1 July 2026, changes to *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* mean that we now have a legal obligation to verify your identity before we can provide services to you.

These checks help protect the financial system and the community.

What this means for you

When we provide a service, you may be asked to:

- Verify your identity before using our services
- Explain how our services will be used
- Verify who owns or controls an account or business
- Keep your details up to date
- Provide additional information where required.

These checks are a **standard legal requirement** and apply to many customers and services.

Why this is necessary

Collecting this information helps us to:

- Protect customers and services from criminal abuse
- Support a safe and secure financial system
- Meet our legal obligations

Visit www.austrac.gov.au/general-public/why-you-might-be-asked-id **for more information.**

April 2026