

# NEW REQUIREMENTS FROM 1 JULY 2018

## Information we are now required to collect by law

Lawyers are now required to comply with the **Anti-Money Laundering and Countering Financing of Terrorism Act 2009** (“AML/CFT” for short).

The purpose of the law reflects New Zealand’s commitment to the international initiative to counter the impact that criminal activity has on people and economies within the global community.

From **1 July 2018** all lawyers must comply with its requirements. Lawyers are now required to do certain things to help combat money laundering and terrorist financing. The AML/CFT law does this because the services law firms and other professionals offer may be attractive to those involved in criminal activity.

Lawyers are now required to **obtain** and **verify** information from prospective and existing clients about a range of things. This is part of what the AML/CFT law calls “**customer due diligence**”.

### What does this mean for our clients?

To meet the requirements, we are now required to undertake certain background checks before providing our services to you and take reasonable steps to make sure the information you provide is correct.

We will need to obtain and verify certain information from you to meet these legal requirements. As a starting point, the information we need to collect, will be:

- \* **Your full name**
- \* **Your date of birth**
- \* **Your address**

We also need to confirm these details and we will ask for documents, for instance, your **passport** or your **driver’s licence** and **birth certificate**. We will also ask for documents that show your address – such as a current bank statement .

If you are seeing us about company or trust matters then, we will need further information about the company or trust including the people associated with it (such as directors and shareholders, trustees and beneficiaries).

We will need to ask you about the **nature** and **purpose** of the proposed work you are asking us to do for you.

Information confirming the source of funds for a transaction may also be necessary to meet the legal requirements.

### What if I’m an Existing Client?

Even if we have worked for you for several years, we will need to update our customer due diligence records to meet compliance under the Act. This may be as simple as checking what ID we already hold for you and obtaining a secondary ID from you.

### WHAT HAPPENS IF YOU CANNOT PROVIDE THE REQUIRED INFORMATION

We value our client relationships and want to make this process as easy as possible however, if we are unable to obtain the required information from you, it is likely we will not be able to act for you. Because the law applies to everyone, we need to ask for the information even if you have been a client for ours for a long time.

Before we start working for you, we will let you know what information we need, and what documents you need to show us and let us photocopy.

Please contact us if you have any queries or concerns. If you want to know more about the obligations we are now required to meet then, please visit the Department of Internal Affairs website.