MIKHAEL LAWYERS
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Identity Verification and AML, Corporate and Developer Clients

Thank you for instructing Mikhael Lawyers on your development matter. Before we can begin, the law now requires us to verify your entity and the people behind it, and to make certain enquiries. This notice explains what we need, why, and what it costs. It applies to every corporate client.

Why we are required to do this

From 1 July 2026, conveyancing and property work became a designated service under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006* (Cth), following the Commonwealth Tranche 2 reforms. For a corporate or development client this means we must, by law:

- verify the entity itself, and verify each individual who signs or instructs us;
- identify the beneficial owners, being the individuals who own or control 25 per cent or more of the entity;
- screen the entity, its directors, and its beneficial owners against sanctions and politically exposed person lists;
- make reasonable enquiries about the source of funds, and where appropriate the source of wealth, for the transaction; and
- keep records of these checks for seven years.

What we need for the entity

Depending on the structure, we will typically ask for:

- for a company, a current ASIC company extract showing directors and shareholders;
- for a trust, the trust deed and any variations, and details of the trustee and beneficiaries;
- for a joint venture, the joint venture or partnership agreement; and
- a directors resolution or written authority confirming who may instruct us.

What we need for the individuals

For each director, authorised signatory, and beneficial owner we verify identity electronically through InfoTrack. Each person will usually provide one primary photographic document, for example a driver licence or passport, and one secondary document. This can be completed online in most cases.

Source of funds and source of wealth

Because development transactions are of higher value, we are required to understand where the funds are coming from, for example construction finance, company reserves, investor equity, or the sale of another asset. We will ask an authorised person to complete a short Source of Funds Declaration. Where appropriate we may ask for supporting confirmation such as a letter of offer from your funder.

What it costs

Electronic identity verification is charged at cost as a disbursement. Entity searches, such as an ASIC company extract, are also charged at cost. These disbursements are separate from our professional fees and appear on your invoice. We will set out our fees for your matter separately, as each development is priced individually.

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Your privacy and timing

The information you provide is collected only to meet our legal obligations and to act for you. It is handled under the *Privacy Act 1988* (Cth), held securely, and disclosed only where required by law, for example to AUSTRAC. We cannot commence substantive work until these checks are complete, so please attend to them promptly to avoid delaying your project.

✓ WHAT WE NEED YOU TO DO NOW

- ☐ Provide the entity documents listed above (ASIC extract, or trust deed, or joint venture agreement).
- ☐ Complete the electronic identity verification link we send to each director, signatory, and beneficial owner.
- ☐ Complete and return the Source of Funds Declaration signed by an authorised person.
- ☐ Provide the directors resolution or written authority naming who may instruct us.

These steps are routine for development work and apply to every corporate client. If you have any questions, please contact our office. Thank you for choosing Mikhael Lawyers.

Christine Mikhael
Principal Solicitor
Mikhael Lawyers Pty Limited