

# WHAT IS AML?

**Anti-Money Laundering (AML)** refers to legal regulations and procedures aimed at uncovering efforts to disguise illicit funds as legitimate income.

These laws require organisations, such as ours, to conduct Customer Due Diligence **(CDD)**/Know Your Customer checks **(KYC)** on its clients and related parties. This verification process is an important part of helping us comply with its AML obligations.

**Peter Lees Real Estate uses 'First AML'  
(an integrated verification and workflow management tool)  
to comply with these laws, with the goal of making the  
process as easy as possible for you.**

To comply, Peter Lees Real Estate must conduct **CDD/KYC**.

This involves understanding the ownership structures of our clients, whether such clients are individuals, companies, trusts, or otherwise.

No matter the type of client, Peter Lees Real Estate must conduct identity verification on every associated individual. **This is where you come in.**

## 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

## What Will you Be Asked to Provide?

We will email or text you a link to an electronic verification form which you will need to complete online.

## Identity & Entity Information

You will be asked to provide information to confirm your:

- Name
- Date of birth
- Address

In the case of companies and trusts, the directors, shareholders, trustees and any non-discretionary beneficiaries may also need to provide information.

**Where a trust is involved in the transaction, the trust deed will need to be provided.**

Additional documentation may be required based on legislation requirements. For example, evidence of nature of funds/source of wealth

## How Will Your Information be Used?

Your information will be used for the sole purpose of Peter Lees Real Estate complying with its AML obligations.