Version
as at 1 June 2025

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Regulations 2011

(SR 2011/225)

Anand Satyanand, Governor-General

Order in Council

At Wellington this 27th day of June 2011

Present:
His Excellency the Governor-General in Council

Pursuant to sections 14(d), 18(2)(f), 23(b), 27(2), 60(2)(c), and 153 of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, His Excellency the Governor-General, acting on the advice and with the consent of the Executive Council, makes the following regulations.

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The Parliamentary Counsel Office has made editorial and format changes to this version using the powers under subpart 2 of Part 3 of the Legislation Act 2019.

Note 4 at the end of this version provides a list of the amendments included in it.

These regulations are administered by the Ministry of Justice.

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Regulations

1 Title

These regulations are the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Regulations 2011.

2 Commencement

These regulations come into force on 30 June 2013.

3 Interpretation

In these regulations, unless the context otherwise requires,—

Act means the Anti-Money Laundering and Countering Financing of Terrorism Act 2009

nominee director means—

(a) an individual who is a director of a company within the meaning of section 126(1) of the Companies Act 1993 and who is required to carry out or accustomed to carrying out the role of director in accordance with the directions or instructions of another person who is not a director of the company; but

(b) does not include an individual who is a director of a company (**A**) within the meaning of section 126(1) of the Companies Act 1993 and who is required to follow, or accustomed to following, the directions or instructions of a holding company of A or an appointing shareholder

nominee general partner means a person who is a general partner of a limited partnership within the meaning of section 19 of the Limited Partnerships Act 2008 and who is required to carry out or accustomed to carrying out the role of general partner in accordance with the directions or instructions of another person who is not a general partner of the limited partnership

nominee shareholder means a person who is a shareholder of a company within the meaning of section 96 of the Companies Act 1993 and who is required to carry out or accustomed to carrying out the role of shareholder in

accordance with the directions or instructions of another person who is not a shareholder of the company, but does not include—

(a) a shareholder of a customer listed in section 18(2) of the Act; or

(b) a shareholder who is a trustee of an employee share purchase scheme within the meaning of section 6(1) of the Financial Markets Conduct Act 2013

relevant service has the same meaning as in regulation 4 of the Anti-Money Laundering and Countering Financing of Terrorism (Exemptions) Regulations 2011.

Regulation 3: replaced, on 9 July 2021, by regulation 4 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2021 (LI 2021/147).

Regulation 3 **nominee director**: replaced, on 31 July 2023, by regulation 4(1) of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

Regulation 3 **relevant service**: inserted, on 31 July 2023, by regulation 4(2) of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

3A Transitional, savings, and related provisions

The transitional, savings, and related provisions set out in Schedule 1AA have effect according to their terms.

Regulation 3A: inserted, on 18 January 2018, by regulation 4 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

Standard customer due diligence

[Revoked]

Heading: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

4 Existing anonymous accounts: other circumstances

[Revoked]

Regulation 4: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

Simplified customer due diligence

[Revoked]

Heading: revoked, on 18 January 2018, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

5 Entities that are customers for purposes of section 18(1) of Act

[Revoked]

Regulation 5: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

Enhanced customer due diligence

[Revoked]

Heading: revoked, on 18 January 2018, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

5A Enhanced customer due diligence required for certain transactions requiring suspicious activity report

[Revoked]

Regulation 5A: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

6 Identity requirements: additional information about beneficiaries of trusts

[Revoked]

Regulation 6: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

7 Identifying information prescribed in relation to wire transfers

[Revoked]

Regulation 7: revoked, on 1 August 2019, by section 71(2) of the Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35).

8 Details to be contained in written suspicious activity report

Every written suspicious activity report under section 40 of the Act must contain the details set out in Schedule 1.

Regulation 8: replaced, on 1 July 2018, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

9 Prescribed forms for annual report under section 60 of Act

An annual report under section 60 of the Act must be in the appropriate form set out in Schedule 2, 2A, or 2B.

Regulation 9: inserted, on 30 June 2013, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2013 (SR 2013/232).

Regulation 9 heading: amended, on 1 July 2018, by regulation 7(1) of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

Regulation 9: amended, on 1 August 2019, by regulation 4 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2018 (LI 2018/201).

Regulation 9: amended, on 1 July 2018, by regulation 7(2) of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

10 Prescribed form for formal warnings

Every formal warning issued under section 80 of the Act must be in the form set out in Schedule 3.

Regulation 10: inserted, on 30 June 2013, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2013 (SR 2013/232).

11 Additional information requirement for standard customer due diligence: legal persons

(1) This regulation applies in respect of a customer who is a legal person.

(2) A reporting entity must, as part of standard customer due diligence, obtain information relating to—

- (a) the customer's legal form and proof of existence; and
- (b) the customer's ownership and control structure; and
- (c) any powers that bind and regulate the customer; and
- (d) if the customer is a company, the existence and name of any of the following:
  - (i) any nominee director:
  - (ii) any nominee shareholder; and
- (e) if the customer is a limited partnership, about the existence and name of any nominee general partner.

(3) The reporting entity must take reasonable steps to verify the information specified in subclause (2) according to the level of risk involved and,—

- (a) in the case of the information specified in subclause (2)(a) to (c), on the basis of documents, data, or information issued by a reliable and independent source:
- (b) in the case of the information specified in subclause (2)(d) and (e), on the basis of documents, data, or information issued by a reliable source.

Regulation 11: replaced, on 1 June 2024, by regulation 7 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

11A Additional information requirement for standard customer due diligence: legal arrangements

(1) This regulation applies in respect of a customer that is a legal arrangement.

(2) A reporting entity must, as part of standard customer due diligence, obtain information relating to—

(a) the customer's legal form and proof of existence; and

(b) the customer's ownership and control structure; and

(c) any powers that bind and regulate the customer; and

(d) if the customer is a trust,—

(i) the settlor (or settlors) of the trust; and

(ii) any protector (or protectors) of the trust.

(3) The reporting entity must take reasonable steps to verify the information specified in subclause (2) according to the level of risk involved and,—

(a) in the case of the information specified in subclause (2)(a) to (c), on the basis of documents, data, or information issued by a reliable source:

(b) in the case of the information specified in subclause (2)(d), on the basis of documents, data, or information issued by a reliable and independent source.

Regulation 11A: inserted, on 1 June 2024, by regulation 7 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12 Enhanced customer due diligence required for companies with nominee directors

A reporting entity must conduct enhanced customer due diligence in accordance with sections 23 and 24 of the Act if the reporting entity establishes a business relationship with a customer that is—

(a) a company with 1 or more nominee directors; or

(b) a limited partnership with a nominee general partner.

Regulation 12: inserted, on 9 July 2021, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2021 (LI 2021/147).

Regulation 12(b): replaced, on 1 June 2024, by regulation 8 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12AA Enhanced customer due diligence required if reporting entity has grounds to report suspicious activity

For the purposes of section 22(1)(e) of the Act, a reporting entity must conduct enhanced customer due diligence on a person in the circumstances described in section 18(1) and (3) of the Act if there are grounds to report a suspicious

activity (within the meaning of section 39A of the Act) in relation to any of those circumstances.

Regulation 12AA: inserted, on 1 June 2024, by regulation 9 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12AB Additional enhanced customer due diligence requirements in certain cases relating to business relationships

(1) This regulation applies when a reporting entity is conducting enhanced customer due diligence under section 22(1)(a), (c), or (d) of the Act within a business relationship.

(2) A reporting entity must carry out additional enhanced customer due diligence measures before establishing, and during, the business relationship if complying with sections 23(1)(a) and 24(1)(b) of the Act is not sufficient to manage and mitigate the risks of money laundering and the financing of terrorism.

(3) The additional enhanced customer due diligence measures include—

(a) obtaining further information from the customer in relation to a transaction; or

(b) examining the purpose of a transaction; or

(c) enhanced monitoring of a business relationship; or

(d) obtaining senior management approval for transactions or to continue the business relationship.

Regulation 12AB: inserted, on 1 June 2024, by regulation 9 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12AC Further requirement relating to risk-rating new customer

(1) A reporting entity must risk-rate a new customer when conducting customer due diligence in the circumstances described in sections 14 and 22 of the Act.

(2) The reporting entity must keep a record of the customer's risk rating and review the customer's risk rating, as appropriate, in accordance with section 31 of the Act.

Regulation 12AC: inserted, on 1 June 2025, by regulation 12 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12A Customer due diligence requirements for when relevant service not initially provided

(1) This regulation applies to a designated non-financial business or profession that—

(a) has previously provided a service to a customer that is not a relevant service; and

(b) is subsequently engaged by that customer to provide a relevant service.

(2) The designated non-financial business or profession must conduct customer due diligence on the customer in the circumstances described in sections 14, 18, and 22 of the Act.

(3) However, the designated non-financial business or profession may carry out verification of identity after it is engaged to provide the relevant service if—

(a) it is essential not to interrupt normal business practice; and

(b) money laundering and financing of terrorism risks are effectively managed through appropriate risk management procedures; and

(c) verification of identity is completed as soon as is practicable after the designated non-financial business or profession is engaged to provide the relevant service.

Regulation 12A: inserted, on 31 July 2023, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

12B Customer due diligence requirements where designated non-financial business or profession provides relevant service to repeat customer outside of ongoing business relationship

(1) This regulation applies to a designated non-financial business or profession that repeatedly provides 1 or more relevant services to the same customer in circumstances outside of an ongoing business relationship.

(2) The designated non-financial business or profession is not required to obtain or verify any documents, data, or information that it has previously obtained and verified relating to a customer that it has conducted customer due diligence on in the circumstances described in sections 14, 18, and 22 of the Act, unless—

(a) there are reasonable grounds to doubt the adequacy or veracity of the documents, data, or information previously obtained; or

(b) the level of risk involved otherwise requires it.

(3) To avoid doubt, subclause (2) does not exempt the designated non-financial business or profession from the requirements to conduct ongoing customer due diligence and account monitoring in accordance with section 31 of the Act.

Regulation 12B: inserted, on 31 July 2023, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

13 Time period for audit of risk assessment and AML/CFT programme

For the purposes of section 59(2) of the Act, the time period during which a reporting entity (other than a high-value dealer) must ensure that its risk assessment and AML/CFT programme are audited is—

(a) every 4 years, if the reporting entity's AML/CFT supervisor notifies the reporting entity that a 4-year period applies; or

(b) in any other case, every 3 years.

Regulation 13: inserted, on 9 July 2021, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2021 (LI 2021/147).

13A Prohibition on correspondent banking relationship with bank registered in Democratic People's Republic of Korea

A reporting entity must not establish or continue a correspondent banking relationship (as defined in section 29(3) of the Act) with a bank registered in the Democratic People's Republic of Korea.

Regulation 13A: inserted, on 1 June 2024, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

13B Prescribed condition: reliance on person described in section 33(2)(a)(ii) of Act

For the purposes of section 33(2)(e) of the Act, a reporting entity must take reasonable steps to satisfy itself that the person described in section 33(2)(a) being relied on—

(a) has record-keeping measures to at least the standard required by the Act; and

(b) is able to provide verification information to the reporting entity as soon as practicable on request, but within 5 working days after receiving the request.

Regulation 13B: inserted, on 1 June 2024, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

13C Prescribed condition: reliance on reporting entities or persons in another country

For the purposes of section 33(2)(e) of the Act, if a reporting entity intends to rely on a person who is resident in a country described in section 33(2)(a)(ii), the reporting entity must, before relying on the person, consider the level of risk associated with relying on a person residing in that country.

Regulation 13C: inserted, on 1 June 2024, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

13D Requirement relating to reliance on overseas member of designated business group

(1) This regulation applies if a reporting entity that is a member of a designated business group is relying on another member of the group who is resident overseas (an **overseas member**) to conduct customer due diligence procedures in accordance with section 32(1)(a) of the Act.

(2) In order for the reporting entity to rely on the overseas member, the overseas member must conduct the relevant customer due diligence procedures to at least the standard required by the Act and regulations made under the Act.

Regulation 13D: inserted, on 1 June 2024, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

13E Requirement to review risk assessment in relation to new or developing technologies or products

(1) A reporting entity must review the risk assessment undertaken under section 58 of the Act to take account of any new or developing technologies or new or developing products (including any new delivery mechanisms) used by the reporting entity.

(2) The risk assessment must be updated before the technology, product, or delivery mechanism is used by the reporting entity.

Regulation 13E: inserted, on 1 June 2024, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

14 Verification information

For the purposes of sections 32(1)(a)(ii) and 33(2)(c)(ii) of the Act, relevant **verification information** means a copy of the records used by the person being relied on to verify the customer's identity.

Regulation 14: inserted, on 31 July 2023, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15 Countries with insufficient anti-money laundering and countering financing of terrorism systems or measures

For the purposes of sections 22(1)(a)(ii) and (b)(ii) and 57(1)(h) of the Act, a **country that has insufficient anti-money laundering and countering financing of terrorism systems or measures in place** includes a country identified by the Financial Action Task Force as being a high-risk jurisdiction subject to a call for action.

Regulation 15: inserted, on 31 July 2023, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15A Information requirement: international wire transfers less than $1,000

(1) This regulation applies to a reporting entity that is an ordering institution that makes an international wire transfer of less than $1,000.

(2) The ordering institution must ensure that the following information accompanies each wire transfer:

(a) the originator's full name:

(b) the originator's account number or other identifying information that allows the transaction to be traced back to the originator:

(c) the name of the beneficiary:

(d) the beneficiary's account number or the beneficiary's unique transaction reference number.

(3) However, the ordering institution need not verify the information specified in subclause (2) unless it considers that there are grounds to report a suspicious activity (within the meaning of section 39A of the Act) in relation to the transfer.

Regulation 15A: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15B Information requirement: transfer of funds related to international wire transfer made by intermediary institution

(1) This regulation applies to a reporting entity that is an intermediary institution in respect of a transfer of funds that relates to an international wire transfer processed by the institution.

(2) If, for any technological reason, the intermediary institution cannot comply with the requirements of section 27(6) of the Act, the intermediary institution must keep a record of the information that was received.

Regulation 15B: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15C Information requirement: wire transfer made by ordering institution

(1) This regulation applies to a reporting entity that is an ordering institution in respect of an international wire transfer.

(2) An ordering institution must keep a record of—

(a) the name of the beneficiary; and

(b) the beneficiary's account number or the beneficiary's unique transaction reference number.

(3) The ordering institution must retain the record,—

(a) if the wire transfer is conducted by a customer with whom the reporting entity has a business relationship, for a period of at least 5 years after the end of that business relationship; or

(b) if the wire transfer is an occasional transaction, for a period of at least 5 years after the completion of the wire transfer.

Regulation 15C: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15D Requirement to provide suspicious activity report to financial intelligence unit in country affected by suspicious activity

(1) This regulation applies to a reporting entity that is the operator of a money or value transfer service that is the ordering institution or beneficiary institution of a wire transfer outside New Zealand.

(2) If the reporting entity is required to report to the Commissioner under section 40 of the Act, the reporting entity must also provide a copy of the suspicious activity report to the relevant financial intelligence unit in any country (or countries) affected by the suspicious activity.

Regulation 15D: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15E Further requirement for AML/CFT programme: reporting entity that is intermediary institution of international wire transfer

(1) This regulation applies to a reporting entity that is an intermediary institution in respect of international wire transfers.

(2) For the purposes of section 57 of the Act, the reporting entity's AML/CFT programme must set out adequate and effective procedures, policies, and controls for—

(a) determining what reasonable steps the reporting entity will take to identify any international wire transfers that lack originator or beneficiary information required by the Act or regulations; and

(b) determining what risk-based policies or procedures the reporting entity will apply if an international wire transfer does not contain any of that information.

Regulation 15E: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15F Further requirement for AML/CFT programme: reporting entity that is beneficiary institution of international wire transfer

(1) This regulation applies to a reporting entity that is a beneficiary institution in respect of international wire transfers.

(2) For the purposes of section 57 of the Act, the reporting entity's AML/CFT programme must set out adequate and effective procedures, policies, and controls for—

(a) determining what reasonable steps the reporting entity will take to identify any international wire transfers that lack originator or beneficiary information required by the Act or regulations; and

(b) determining what risk-based policies or procedures the reporting entity will apply if an international wire transfer does not contain any of that information.

Regulation 15F: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15G Further requirement for AML/CFT programme: agents of reporting entity

For the purposes of section 57 of the Act, the AML/CFT programme of a reporting entity must set out adequate and effective procedures, policies, and controls for—

(a) any functions carried out by an agent of the reporting entity as part of the programme:

(b) vetting agents who carry out functions of the reporting entity:

(c) training agents of the reporting entity on AML/CFT matters:

(d) maintaining a list of agents of the reporting entity acting in the AML/CFT programme.

Regulation 15G: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15H Further requirement for AML/CFT programme: source of wealth or source of funds

For the purposes of section 57 of the Act, the AML/CFT programme of a reporting entity must, in respect of enhanced customer due diligence conducted under section 22(1) of the Act, differentiate, as is necessary to manage and mitigate the risks of money laundering and the financing of terrorism, between when information must be obtained under section 23(1)(a) of the Act and verified under section 24(1)(b) of the Act regarding—

(a) the source of the funds or the source of the wealth of a customer; and

(b) both the source of the funds and the source of the wealth of the customer.

Regulation 15H: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15I Reporting entity that carries out activities of another kind of reporting entity

(1) This regulation applies to a reporting entity specified in section 6(4)(a) to (e) of the Act that, in the ordinary course of business, carries out an activity (or activities) of another type of reporting entity specified in that subsection.

(2) In addition to any other requirements under the Act and regulations, the reporting entity must comply with the provisions of the Act to the extent that it carries out activities of the other type of reporting entity.

Regulation 15I: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15J Further requirements relating to ongoing customer due diligence and account monitoring

(1) When conducting ongoing customer due diligence and undertaking account monitoring for the purposes of section 31 of the Act, a reporting entity must, according to the level of risk involved,—

(a) update any customer information following its review under section 31(4)(b) of the Act and take reasonable steps to verify this information; and

(b) regularly review any information about the activities described in paragraph (a) of the definition of designated non-financial business or profession in section 5(1) of the Act.

(2) In determining the extent to which information must be updated or verified under subclause (1)(a), the reporting entity must consider when customer due diligence was last conducted in relation to the customer and the adequacy of the information held.

Regulation 15J: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15K Requirement to conduct customer due diligence in certain cases

For the purposes of section 14(1)(d) of the Act, a reporting entity must conduct standard customer due diligence if a person seeks to conduct a transaction through the reporting entity outside of a business relationship—

(a) that is not an occasional transaction; and

(b) where there are grounds to report a suspicious activity (within the meaning of section 39A of the Act) in relation to the transaction.

Regulation 15K: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15L Virtual asset transfer to be treated as international wire transfer

(1) For the purposes of complying with the Act, a reporting entity must, unless satisfied that all the parties to the wire transfer are in New Zealand, treat the following virtual asset transfers as if they were an international wire transfer:

(a) a virtual asset to virtual asset transfer:

(b) a virtual asset to fiat currency transfer (or vice versa).

(2) In subclause (1), **virtual asset** has the same meaning as in regulation 4 of the Anti-Money Laundering and Countering Financing of Terrorism (Definitions) Regulations 2011.

Regulation 15L: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15M Operator of money or value transfer service must comply with requirements relating to wire transfers

To avoid doubt,—

(a) an operator of a money or value transfer service must comply with all requirements of the Act and any regulations made under the Act relating to a wire transfer:

(b) if an operator of a money or value transfer service utilises an agent (or a sub-agent) in relation to a wire transfer, the originator or beneficiary of the wire transfer is the customer for the purposes of the Act (and not the agent or sub-agent).

Regulation 15M: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

15N Record-keeping requirements for other records

(1) For the purposes of section 51(1) of the Act, a prescribed transaction report submitted under subpart 2A of Part 2 of the Act is a record.

(2) A reporting entity must keep the records described in section 51(1)(a) and (c) of the Act for a period at least 5 years after the end of the reporting entity's business relationship with the relevant customer.

Regulation 15N: inserted, on 1 June 2024, by regulation 11 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

16 Time at which real estate agents must conduct customer due diligence

(1) For the purpose of sections 14(3), 18(3A), and 22(6) of the Act, a real estate agent must conduct customer due diligence,—

(a) in relation to a commercial lease transaction, before the real estate agent presents a lease agreement to the landlord:

(b) in relation to an assignment to lease transaction, before the real estate agent presents an assignment of lease to the assignee:

(c) in relation to a sublease transaction, before the real estate agent presents a sublease agreement to the outgoing tenant:

(d) in relation to any other real estate transaction, once there is a fully signed agency agreement and before carrying out any further real estate agency work for the customer.

(2) Nothing in subclause (1) applies to an agent who is a conjunctional agent.

(3) For the purposes of this regulation,—

agency agreement has the same meaning as in section 4(1) of the Real Estate Agents Act 2008

commercial lease transaction means a transaction specified in paragraph (b) of the definition of transaction in section 4(1) of the Real Estate Agents Act 2008

conjuctional agent means a real estate agent who is under a written conjunctional agency agreement with a listing agent to introduce a purchaser, and who also acts for a client who is the vendor in a real estate transaction

real estate agency work has the same meaning as in section 4(1) of the Real Estate Agents Act 2008.

Regulation 16: inserted, on 31 July 2023, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

17 Prescribed enactments for purposes of section 140 of Act

The following enactments are prescribed for the purposes of section 140 of the Act:

(a) the Agricultural Compounds and Veterinary Medicines Act 1997:

(b) the Animal Products Act 1999:

(c) the Biosecurity Act 1993:

(d) the Child Support Act 1991:

(e) the Commerce Act 1986:

(f) the Corrections Act 2004:

(g) the Defence Act 1990:

(h) the Environment Act 1986:

(i) the Fisheries Act 1996:

(j) the Food Act 2014:

(k) the Forests Act 1949:

(l) the Gaming Duties Act 1971:

(m) the Immigration Act 2009:

(n) the Policing Act 2008:

(o) the Student Loan Scheme Act 2011:

(p) the Trusts Act 2019:

(q) the Wine Act 2003.

Regulation 17: inserted, on 31 July 2023, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161).

Schedule 1AA
Transitional, savings, and related provisions

r 3A

Schedule 1AA: inserted, on 18 January 2018, by regulation 8 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

Form of annual report

A reporting entity must—

(a) complete its annual report for any annual period ending on or before 30 June 2018 in the form set out in Schedule 2 (as it was before the commencement of regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017); but

(b) in relation to any subsequent annual report, complete it in the form (as appropriate) set out in either Schedule 2 or 2A (as inserted by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017).

Schedule 1
Details to be contained in suspicious activity report

r 8

Schedule 1: replaced, on 1 July 2018, by regulation 9 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

1 General

Signature of person authorised by the reporting entity to sign the suspicious activity report (the **SAR**) (unless the report is forwarded by email or another similar means of communication):

Name of person authorised by the reporting entity to sign the SAR:

Name of reporting entity:

Business address of reporting entity:

Name of the reporting entity's AML/CFT supervisor:

Reporting entity's internal reference numbering for the suspicious activity report (if any):

Statement of the grounds on which the reporting entity holds the suspicions referred to in section 39A of the Act:

Description of any indicators of suspicious activity identified by the reporting entity:

2 For each suspicious activity

Branch or location where the transaction or service took place or was proposed to take place or an inquiry about the service was made:

Date and, if available, time of the transaction or service or proposed transaction or service or inquiry about the service:

For each transaction or proposed transaction

Mode of transaction or proposed transaction (for example, in person, electronic):

Type of funds (for example, cash, cheque, securities, deposit, casino chip):

Amount of transaction in NZ$:

For each service or proposed service or service that is the subject of an inquiry

Description of the service or proposed service or service inquired about:

3 Documents held by reporting entity (or DBG member) relevant to grounds for suspicion

Specify whether any of the following types of documents are held by the reporting entity (or DBG member) relevant to the grounds for suspicion:

(a) identity documents (for customers, people acting on behalf of customers, and beneficial owners of customers):

(b) transactional documents:

(c) company, charity, trust, or partnership formation documents:

(d) other.

4 For each person (other than a customer of the reporting entity) making an inquiry about a service

Name of person:

Name of person on whose behalf the inquiry is made (if known and applicable):

To the extent available, the information set out in paragraphs 5 to 9 (which apply as if the person who made the inquiry or the person on whose behalf the inquiry was made were a customer):

5 For each customer conducting or seeking to conduct a transaction or proposed transaction, or service or proposed service, or making an inquiry about a service, or for each person acting on behalf of any such customer

Name of person:

Date of birth (if applicable):

If not the customer, the person's relationship to the customer:

Address or registered office:

Company identifier or registration number (if applicable):

Whether the customer is a politically exposed person:

Source of wealth or funds of customer (if applicable):

Details of any relevant documents or other evidence that may be used to verify the identity of the person and the person's authority to act on behalf of the customer (if applicable):

Information on the proposed nature and purpose of the business relationship or proposed business relationship between the reporting entity and customer (if applicable):

6 Any beneficial owners of a customer (if applicable)

Name of person:

Date of birth:

Person's relationship to the customer:

Address:

Whether the beneficial owner is a politically exposed person:

Details of any relevant documents or other evidence that may be used to verify the identity of a beneficial owner (if applicable):

7 Details for each customer that is a trust (if applicable)

Provide the following details for each customer that is a trust:

(a) where the customer is a trust other than a trust specified in paragraph (b), the name and date of birth of each beneficiary of the trust:

(b) in relation to a discretionary trust, charitable trust, or trust with more than 10 beneficiaries, a description of each type or class of beneficiary:

(c) the objects of any charitable trust.

8 Details of wire transfers (if applicable)

Provide the information in paragraphs (a) to (c) if the reporting entity is the ordering institution:

(a) if the transaction or proposed transaction is a domestic wire transfer or involves a domestic wire transfer, the originator's account number or any other information that enables the transaction itself to be identified and traced to the originator:

(b) if the transaction or proposed transaction is not a domestic wire transfer,—

(i) originator's full name:

(ii) originator's account number or other identifying information that is prescribed and that allows the transaction to be traced back to the originator:

(iii) name of the beneficiary:

(iv) beneficiary's account number or the beneficiary's unique transaction reference number:

(v) country where the account is held:

(c) one of the following:

(i) originator's physical address:

(ii) originator's national identity number:

(iii) originator's customer identification number:

(iv) originator's place and date of birth:

(d) information to be provided where the reporting entity is the beneficiary institution:

(i) beneficiary's full name; and

(ii) beneficiary's date of birth; and

(iii) beneficiary's address.

9 For each account or arrangement involved in a transaction or proposed transaction

Provide the following details for each account or arrangement involved in a transaction or proposed transaction:

(a) if operated by the reporting entity or another member of a designated business group (**DBG**),—

(i) the type and identifying number of the account or arrangement:

(ii) for each person in whose name the account or arrangement is operated, the name, date of birth, relationship to customer (if applicable), address, and the company identifier or registration number (if applicable):

(iii) the name, date of birth, address, and relationship to customer of each signatory to the account or arrangement:

(b) information on any other facilities involved in the transaction but not provided by the reporting entity or another member of a DBG.

10 For each third party involved in a suspicious activity, to the extent not covered by clause 9

Information about the third party that is—

(a) relevant to the suspicious activity; and

(b) already held by the reporting entity under the Act.

Schedule 2
Annual AML/CFT report by financial institutions and casinos

r 9

Schedule 2: replaced, on 1 July 2018, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

This form is to be completed by financial institutions and casinos.

Part 1

Answer **all** questions in this Part.

1 Period of report

1.1 Period that this report covers: [*specify*]

Note: This is the period referred to as "during the year" or "at the end of the year" by this form.

2 Contact details

Entity registration details

2.1 The reporting entity's legal name:

Registered or company incorporation number (or equivalent):

FSPR number (if applicable):

Registered charity number (if applicable):

Trading name(s):

Physical address

2.2 Street name and number:

Suburb/town:

City:

Postcode:

Postal address (if different from physical address)

2.3 Street name and number or PO Box:

Suburb/town:

City:

Postcode:

Other contact details

2.4 AML/CFT compliance officer (full name):

AML/CFT contact telephone number:

AML/CFT contact email address (if available):

Website (if available):

3 Organisation structure

3.1 Is this reporting entity a branch or a subsidiary? Yes/No

If **yes**, specify: [*branch/subsidiary*]

3.2 In what country is your largest owner based? [*country*]

3.3 Number of physical branch office locations in New Zealand (exclude agent's office locations). If none, record nil: [*number/nil*]

3.4 Number of New Zealand subsidiaries (or nil): [*number/nil*]

3.5 If known, number of physical branch office locations outside New Zealand (or nil): [*number/nil/unknown*]

3.6 Number of subsidiaries outside New Zealand (or nil): [*number/nil*]

Part 2

Answer **all relevant** questions.

Note: A member of a designated business group (**DBG**) can rely on another member to carry out some obligations on their behalf, as set out in section 32 of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 (the **Act**). These include risk assessments, parts of an AML/CFT Programme, and making suspicious activity reports or prescribed transaction reports. If you are a member of a DBG you may allow another member to answer this Part on your behalf. However, please note that you are responsible for the information provided. If you are eligible, use the Notes in Part 6 of this form to state this, together with the legal name and registered number of the member answering this part on your behalf. Then leave this Part blank and go to Part 3. You are required to answer all other parts of this form.

4 AML/CFT risk assessment

4.1 Does your risk assessment meet the requirements of section 58 of the Act?

Meets all/Meets some/Meets none*

*Select one.

4.2 If your risk assessment meets only some of the requirements of section 58 of the Act, please list all subsections that it is not fully compliant with (eg, sections 58(1), 58(2)(a)–(h), 58(3)(a)–(c)) (use commas to separate each entry): [*list*]

4.3 When was the most recent internal review of the risk assessment completed? [*date*]

4.4 Has the risk assessment been independently audited?

Yes/No*

*Select one.

4.5 If yes to 4.4, when was the most recent audit of the risk assessment completed? [*date*]

4.6 If yes to 4.4, did the most recent audit of the risk assessment highlight any deficiencies?

Yes/No*

*Select one.

4.7 If yes to 4.4 and 4.6, have you made the changes identified as being necessary in the most recent audit?

Yes, complete/Not yet complete*

*Select one.

4.8 During the year, did you make available a new activity regulated by the Act (eg, a new product, service, or channel)?

Yes/No*

*Select one.

4.9 If yes to 4.8, before making this activity available, did you assess the ML/TF risk?

Yes/No*

*Select one.

5 AML/CFT programme

5.1 Does your AML/CFT programme meet the requirements of section 57 of the Act?

Meets all/Meets some/Meets none*

*Select one.

5.2 If your AML/CFT programme meets only some of the requirements of section 57 of the Act, please list all paragraphs that it is not fully compliant with. Use commas to separate each entry: [*list relevant paragraphs from section 57(a) to (l)*]

5.3 When was the most recent internal review of the programme completed? [*date*]

5.4 Has the programme been independently audited?

Yes/No*

*Select one.

5.5 If yes to 5.4, when was the most recent audit of the programme completed? [*date*]

5.6 If yes to 5.4, did the most recent audit of the programme highlight any deficiencies?

Yes/No*

*Select one.

5.7 If yes to 5.4 and 5.6, have you made the changes identified as being necessary in the most recent audit?

Yes, complete/Not yet complete*

*Select one.

5.8 Do you have procedures to identify and verify the identity of—

(a) a new customer (including the customer's beneficial owners or any person acting on behalf of a customer)?

Yes/No*

*Select one.

(b) a person seeking to conduct an occasional transaction through your reporting entity?

Yes/No*

*Select one.

(c) an existing customer, according to the level of risk involved, if there has been a material change in the nature or purpose of the business relationship and your reporting entity considers that it has insufficient information about the customer?

Yes/No*

*Select one.

5.9 Do you have exception handling procedures for issues related to customer due diligence (**CDD**) (eg, clause 4 of the Amended Identity Verification Code of Practice 2013)?

Yes/No*

*Select one.

5.10 Outside a DBG, do you outsource any CDD requirements to third parties (as set out in sections 32 to 34 of the Act)?

Yes/No*

*Select one.

5.11 Are your reporting entity's AML/CFT transaction monitoring and account monitoring processes best described as electronic, manual, or a combination of both

Electronic/Manual/Electronic and manual*

*Select one.

Part 3

Answer **all** questions in this Part.

6 Products and services

6.1 Estimate the value and number of all transactions settled by your reporting entity during the year. Add the number of receipts and payments together, record the total number, and repeat for value—

Gross number of transactions: [*number*]

Gross value of transactions (NZD): $[*amount*]

6.2 If your reporting entity offers the products and services listed in the table below, enter "yes" and estimate the proportion of annual revenue of your business during the year:

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
	Domestic		
1	Domestic account and deposit taking services		
2	Domestic lending (excluding residential mortgages and motor vehicle finance)		
3	Residential mortgage lending		
4	Motor vehicle finance		
5	Debt instrument/bonds		
6	Finance and leasing		
7	Government/specialist finance and leasing		
8	Domestic wire transfer/electronic funds transfer services		
	International		
9	International wire transfer/electronic funds transfer services		
10	International mobile telephone transfer services		
11	Forex trading and multi-currency and foreign currency accounts		
12	Foreign currency/money exchange services		
13	Issuing travellers cheques and bearer negotiable instruments		
14	Cashing travellers cheques and bearer negotiable instruments		
15	International correspondent banking		
16	Trade finance and related bonds/ guarantees, forfeiting, and export/import finance		
	Service provision		
17	Debt collection		
18	Factoring services		
19	Cash transport or courier services		
20	Safe deposit boxes, cash storage		

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
21	Payroll remittance services		
22	Securities registry duties and other fiduciary duties associated with securities/debt issuance		
	Cash and card services		
23	Credit cards (as card issuer only)		
24	Credit cards (all other roles)		
25	Card merchant facilities		
26	Cash transactions (excluding ATM withdrawals, foreign currency)		
27	Stored value instruments/cards		
	Investing		
28	Sharebroking		
29	Derivatives trading		
30	Issuing derivatives, including derivatives or futures contracts, contracts for difference (CFDs), margin foreign exchange, forward foreign exchange contracts, and rolling spot contracts		
31	Providing a brokers' cash management account		
32	Providing other brokering services		
33	Funds management and administration of superannuation and KiwiSaver funds		
34	Funds management and administration of retail and wholesale funds, including—		
	(a) unit trusts, PIE, hedge funds, option funds, commodity funds, fund of funds, foreign unit trusts, group investment funds, collective investment schemes, and listed investment trusts:		
	(b) property investment schemes, land investment products, property syndicates, forestry syndicates, listed property trusts, unlisted property trusts, and real estate investment trusts:		
	(c) venture capital and private equity funds:		
	(d) exchange traded funds (ETFs):		
	(e) all other funds (list these types in the notes section in Part 6)		
35	Discretionary investment management services (including class and personalised)		
36	Financial advice or financial planning		
37	Custodian services		

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
38	Issuing debt securities (including investment grade bonds, below investment grade bonds, warrants, perpetual or subordinated debt, structured debt issues (such as collateralised debt obligations (CDOs) and mortgage backed securities), and capital guaranteed and capital protected investments)		
39	Issuing equity securities (including ordinary and preference shares, and private equity)		
40	Supervisory activities		
41	Treasury functions (including services provided between related entities)		
42	Operating a financial product market		
43	Peer-to-peer lending services		
44	Crowd funding services		
	Life insurance		
45	Term life insurance		
46	Permanent (whole life, universal, limited-pay, endowment, accidental death)		
47	Other life-related products and services associated with annuities, surrender options, etc)		
48	Reinsurance associated with life insurance		
	Casinos		
49	Conducting electronic international money transfers in		
50	Conducting electronic international money transfers out		
51	Conducting electronic domestic money transfers in		
52	Conducting electronic domestic money transfers out		
53	Foreign currency exchange in (including travellers cheques and cash)		
54	Foreign currency exchange out		
55	Cash take from table games (including chip purchase vouchers)		
56	Cash take from electronic gaming machines (including tickets/tokens)		
57	Do you have foreign holding accounts?		n/a
58	If **yes**, specify number [*number*]		
59	Do you have domestic casino operating accounts?		n/a

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
60	If **yes**, specify number and locations [*number, locations*]		
61	Do you have cheque cashing facilities?		n/a
62	If **yes**, specify number during the year and average value [*number, average value*]		
63	Do you offer stored value instruments? (do not include casino chips)		
64	If **yes**, what sort of stored value instrument is it? [*describe*]		n/a
65	What estimated percentage of your gambling activity utilises stored value instruments?		
66	Debit/credit card facilities out (exclude food and beverage purchases)		
67	Cheque in		
68	Cheque out		
	Other		
69	Loyalty schemes provided, e-cash, and virtual credit provided		
70	Auction house		
71	Online auctions		
72	Other relevant products/services (and list these in notes in Part 6, together with estimates)		
	Total		100

7 Customers/members

7.1 Estimate the number of customers your reporting entity had a business relationship with during the year: [*number*]

7.2 How many customers (question 7.1 above) are classified as politically exposed persons (**PEP**)? (Include your customers that are beneficially owned, controlled by, or for the benefit of a PEP.) [*number*]

7.3 How many customers (question 7.1 above) are a trust or another vehicle for holding personal assets? [*number*]

7.4 How many customers (*refer* question 7.1 above) are non-residents? [*number*]

7.5 Estimate, as at the end of the reporting period, the percentages of the following types of customers:

	Types of customer	Estimate percentages as at end of the year for: (%)
1	New Zealand resident individuals	
2	Non-resident individuals	

	Types of customer	Estimate percentages as at end of the year for: (%)
3	New Zealand resident entities (including companies, partnerships, trusts, charities, and incorporated/ unincorporated entities)	
4	Non-resident entities (including companies, partnerships, trusts, charities, and incorporated/unincorporated entities)	
5	Overseas government bodies (or similar)	
6	Other (and list these types in the notes section in Part 6)	
	Total	100

8 Channels

8.1 Estimate the proportion of your new customers who were accepted via the following methods during the year:

	Methods of acceptance	%
1	Face-to-face (over the counter, other than intermediaries)	
2	Non face-to-face (including electronic, telephone, post, and all other types of remote access—other than intermediaries)	
3	Domestic intermediaries/agents/third-party referral (exclude your reporting entity's employees)	
4	Overseas intermediaries/agents/third-party referral (exclude your reporting entity's employees)	
5	Other (list these other methods of acceptance in the notes section in Part 6)	
	Total	100

Part 4

Answer **all** questions from your relevant AML/CFT supervisor, which is —

- the Reserve Bank of New Zealand; or
- the Department of Internal Affairs; or
- the Financial Markets Authority.

9 Questions from Reserve Bank of New Zealand

Institutions that your reporting entity deals with

9.1 For this section,—

(a) count the number of relationships you have, according to the 4 types stated in the table in question 9.2; and

(b) use your own country risk assessment document to categorise these relationships into the 3 categories stated in the table in question 9.2; and

(c) record the version and date of your country risk assessment in the notes to Part 6.

9.2 Count your relationships with all entities for the purpose of establishing accounts, authenticating instructions, and providing payment or other clearing-related services and provide the results in the following table:

		Lower-risk or medium-risk countries	Higher-risk countries	Other/unknown-risk countries
RB 1	Correspondent banking relationships (cross-border only)			
RB 2	Other respondents (including partial-SWIFT key/RMA, telex and all alternative and non-electronic channels) (domestic and cross-border)			
RB 3	Relationships where there is a written agreement (ie, lending syndication, card payment programme, mobile banking, etc)			
RB 4	Other relationships relevant to the delivery of products and services			

Transactions

9.3 Using your answers to the question in 6, estimate the gross value and number of transactions settled during the year for the following (add all receipts and record the total):

		Number	Value ($)
RB 5	Domestic (New Zealand) receipts and payments		
RB 6	International receipts and payments		

10 Questions from Financial Markets Authority

10.1 Identify the sub-sector(s) that your reporting entity belongs to: issuer of securities/licensed supervisors/fund managers/brokers and custodians/financial advisers/derivative issuers/DIMS providers/peer-to-peer lenders/equity crowd funding service providers/other (specify in the notes section in Part 6)*

*Select all that are relevant.

10.2 Refer to your previous answer to question 7.4 ("how many of your total customers are non-resident customers?"). List the top 5 countries (high to low in descending order) according to where the largest numbers of your non-resident customers are: [*list*]

11 Questions from Department of Internal Affairs

Money remittance and mobile phone remittance

11.1 Name the 3 countries your business receives the most transactions from, and estimate the average monthly number of inward transactions:

	Name of country	Average monthly number of transactions ($)
1		
2		
3		

11.2 Name the 3 countries your business sends the most transactions to, and estimate the average monthly number of outward transactions:

	Name of country	Average monthly number of transactions ($)
1		
2		
3		

11.3 Do you provide the following payment methods? If **yes**, estimate the average monthly value of all transactions settled during the year (Enter nil or value):

	Total monthly average (NZD$)	Monthly $ average as an ordering institution	Monthly $ average as a beneficiary institution	Monthly $ average as an intermediary institution
Cash		n/a	n/a	n/a
Bearer negotiable instruments		n/a	n/a	n/a
Domestic wire transfers/ electronic funds transfers				
Foreign wire transfers/ electronic funds transfers				

Providers of safe deposit boxes

11.4 Estimate the total number of safe deposit boxes you currently have in use: [*number*]

11.5 Estimate the average number of times these boxes are accessed each month: [*number*]

Part 5

12 Conditions of ministerial exemption

12.1 Have you been granted any ministerial exemption that is subject to conditions?

Yes/No*

*Select one.

12.2 Please provide a description of your compliance with all conditions on any such exemption.

Part 6

Answer **all** questions

Your notes here: [*notes*]

Declaration and signature

I confirm that I have the authority to submit this report on behalf of the reporting entity. I have reviewed the answers and information and I confirm that I am satisfied that, to the best of my knowledge, after undertaking all reasonable inquiries, all answers are true and correct.

A reminder: "A person commits an offence if, without reasonable excuse, the person provides information to an AML/CFT supervisor knowing that information to be false or misleading in any material respect". (*See* section 103 of the Act.)

Date signed:

Signature:

Full name:

Position/Job title:

Schedule 2A
Annual AML/CFT report by designated non-financial businesses and professions

r 9

Schedule 2A: inserted, on 1 July 2018, by regulation 10 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302).

This form is to be completed by designated non-financial businesses and professions.

Part 1

Answer **all** questions in this Part.

1 Period of report

1.1 Period that this report covers: [*specify year*]

Note: This is the period referred to as "during the year" or "at the end of the year" by this form.

2 Contact details

Entity registration details

2.1 Reporting entity's legal name:

Type of entity (natural person, company, partnership, other legal person, trust):

Registered or company incorporation number, or equivalent (if applicable):

Trading name(s) (if different from legal name):

Physical address

2.2 Street name and number:

Suburb or town:

City:

Postcode:

Postal address (if different from physical address)

2.3 Street name and number or PO Box:

Suburb or town:

City:

Postcode:

Other contact details

2.4 Full name of reporting entity's compliance officer:

Reporting entity's AML/CFT contact email address (if available):

Reporting entity's AML/CFT contact telephone number (if available):

Reporting entity's website (if available):

2.5 What sector(s) best describe your business activities. Select 1 or more of the following:

- □ accounting practice:
- □ bookkeeping:
- □ barrister sole:
- □ barrister and solicitor:
- □ law firm:
- □ incorporated conveyancing firm:
- □ conveyancing practitioner:
- □ real estate agent:
- □ trust and company service provider:
- □ other: [*specify*]

3 Organisation structure

3.1 Is your reporting entity a branch or a subsidiary of an offshore parent? Yes/No*

If "yes", specify: [*branch* ***or*** *subsidiary*]

*Select one.

3.2 In what country is your largest owner based [*specify*]. If your reporting entity does not have a clear owner, in what country is your largest beneficial owner based? [*specify*]

3.3 How many people work for your reporting entity? [*specify*]

3.4 Number of physical branch/office locations in New Zealand (exclude agent's branch location): [*specify number*]

3.5 Number of New Zealand subsidiaries: [*specify number*]

3.6 If known, number of physical branch/office locations outside New Zealand: [*specify number or state* "*unknown*"]

3.7 Number of subsidiaries located or incorporated outside New Zealand: [*specify number*]

Part 2

Answer **all relevant** questions.

Note: A member of a designated business group (**DBG**) can rely on another member to carry out some obligations on their behalf, as set out in section 32 of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 (the **Act**). These include risk assessments, parts of an AML/CFT programme, and making suspicious activity reports or prescribed transaction reports. If you are a member of a DBG, you may allow another member to answer this Part on your behalf. However, please note that you are responsible for the information provided.

4 Designated Business Group Questions

4.1 Are you a member of a DBG? *Yes/No [*If you answer **No** then complete Part 2 and the rest of this form as applicable*]

*Select one.

4.2 If you answered "yes" to 4.1, are you completing Part 2 on behalf of the DBG? *Yes/No [*If you are **not** completing the form for the DBG, please note the legal name of the DBG reporting entity completing Part 2 for you. Then leave the rest of Part 2 blank and go to Part 3. You are required to answer all other parts of this form.*]

5 AML/CFT risk assessment

5.1 Does your risk assessment meet the requirements of section 58 of the Act? Meets all/Meets some/Meets none*

*Select one.

5.2 If your risk assessment meets only some of the requirements of section 58 of the Act, list all subsections that it is not fully compliant with (eg, section 58(1), 58(2)(a) to (h), or 58(3)(a) to (c)): [*list, using commas to separate each entry*]

5.3 When was the most recent internal review of your risk assessment completed? [*date*]

5.4 Has your risk assessment been independently audited? Yes/No*

*Select one.

5.5 If you answered "yes" to 5.4, when was the most recent audit of your risk assessment completed?: [*date*]

5.6 If you answered "yes" to 5.4, did the most recent audit of your risk assessment highlight any deficiencies? Yes/No*

*Select one.

5.7 If you answered "yes" to 5.4 and 5.6, have you made the changes identified as being necessary in the most recent audit? Yes, complete/Not yet complete*. If you answered "not yet complete" please explain: [*insert detailed explanation*]

*Select one.

5.8 During the year, did you introduce a new service or activity regulated by the Act (eg, a new product, service, or channel) that is not considered in your risk assessment. Yes/No*

*Select one.

6 AML/CFT programme

6.1 Does your AML/CFT programme meet the requirements of section 57 of the Act?

Meets all/Meets some/Meets none*

*Select one.

6.2 If your AML/CFT programme meets only some of the requirements of section 57 of the Act, list all paragraphs that it is not fully compliant with. Use commas to separate each entry: [*list relevant paragraphs from section 57(1)(a) to (l)*]

6.3 When was the most recent internal review of your programme completed? [*date*]

6.4 Has your programme been independently audited? Yes/No*

*Select one.

6.5 If you answered "yes" to 6.4, when was the most recent audit of your programme completed? [*date*]

6.6 If you answered "yes" to 6.4, did the most recent audit of your programme highlight any deficiencies? Yes/No*

*Select one.

6.7 If you answered "yes" to 6.4 and 6.6, have you made the changes identified as being necessary in the most recent audit? Yes, complete/Not yet complete*. If you answered "not yet complete", please explain: [*insert detailed explanation*]

*Select one.

6.8 Do you have procedures to identify and verify the identity of—

(a) a new customer (including the customer's beneficial owners or any person acting on behalf of a customer)? Yes/No*

*Select one.

(b) a person seeking to conduct an occasional transaction or occasional activity through your reporting entity? Yes/No*

*Select one.

(c) an existing customer, according to the level of risk involved, if there has been a material change in the nature or purpose of the business relationship and your reporting entity considers that it has insufficient information about the customer? Yes/No*

*Select one.

6.9 Do you have exception handling procedures for issues related to customer due diligence (**CDD**)? (eg, clause 4 of the Amended Identity Verification Code of Practice 2013). Yes/No*

*Select one.

6.10 Outside a DBG, do you outsource any CDD requirements to third parties (as set out in sections 32 to 34 of the Act)? Yes/No*

*Select one.

6.11 Do you use electronic processes to fulfil the statutory requirement to monitor accounts as required under section 31 of the Act? Yes/No*

*Select one.

Part 3

Answer **all** questions in this Part (apart from section B, which you may choose not to complete).

A Products and services

7.1 Do you act as a formation agent of legal persons or arrangements? Yes/No*

*Select one.

If you answered "yes", estimate how many of the following you have formed in the last year. Circle the estimated number.

Companies: 0: 1–10: 11–100: 101–999: 1 000+

Trusts (excluding charitable trusts): 0: 1–10: 11–100: 101–999: 1 000+

Partnerships (including limited partnerships): 0: 1–10: 11–100: 101–999: 1 000+

Charities (including charitable trusts and other charitable entities): 0: 1–10: 11–100: 101–999: 1 000+

Other: [*specify*]

7.2 Do you act as, or arrange for a person to act as, a nominee director or nominee shareholder or trustee in relation to legal persons or legal arrangements? Yes/No*

*Select one.

If you answered "yes", estimate the number of nominee directorship roles your reporting entity holds: [*number*]

If you answered "yes", estimate the number of nominee shareholder roles your reporting entity holds: [*number*]

If you answered "yes", estimate the number of trustee roles your reporting entity holds: [*number*]

7.3 Do you provide a registered office or a business address, a correspondence address, or an administrative address for a company, or a partnership, or any other legal person or arrangement** Yes/No*

If you answered "yes", estimate the number of companies, partnerships, or other legal persons or arrangements that your reporting entity provides these services to. Circle the estimated number.

Companies: 0: 1–10: 11–100: 101–999: 1 000+

Trusts (excluding charitable trusts): 0: 1–10: 11–100: 101–999: 1 000+

Partnerships (including limited partnerships): 0: 1–10: 11–100: 101–999: 1 000+

Charities (including charitable trusts and other charitable entities): 0: 1–10: 11–100: 101–999: 1 000+

*Select one.

**Unless the office or address is provided solely as an ancillary service to the provision of other services.

7.4 Do you manage client funds (other than sums paid as fees for professional services), accounts, securities, or other assets? Yes/No*

*Select one.

If you answered "yes", estimate the value of funds managed in the last year. Circle the estimated value.

0: $1–999,999: $1,000,000–$9,999,999: $10,000,000–$49,999,999: $50,000,000 and over

7.5 Do you provide real estate agency work (within the meaning of section 4(1) of the Real Estate Agents Act 2008) to effect a transaction (within the meaning of section 4(1) of that Act)? Yes/No*

*Select one.

7.6 Specify which of the following services you engage in or give instructions on behalf of a customer to another person for:

(a) any conveyancing (within the meaning of section 6 of the Lawyers and Conveyancers Act 2006) to effect a transaction (within the meaning of section 4(1) of the Real Estate Agents Act 2008, and as specified in paragraph (a)(vi)(A) of the definition of designated non-financial business or profession in section 5(1) of the Act):

(b) a transaction within the meaning of section 4(1) of the Real Estate Agents Act 2008:

(c) the transfer of a beneficial interest in land or other real property:

(d) a transaction on behalf of any person in relation to the buying, transferring, or selling of a business or legal person (for example, a company) or any other legal arrangement:

(e) a transaction on behalf of a customer in relation to creating, operating, and managing a legal person (for example, a company) or any other legal arrangement.

7.7 Estimate the total value of the transactions listed in 7.6 above (excluding your professional fees) for the last year. Circle the total estimated value.

0: $1–999,999: $1,000,000–$9,999,999: $10,000,000–$49,999,999: $50,000,000 and over

Note: It is optional to complete section B, but you are encouraged to do so as it provides the Department of Internal Affairs with valuable information.

B Supplementary activities

7.8 Select whichever of the following activities you provide:

(a) accepting deposits or other repayable funds from the public:

(b) lending to or for a customer, including consumer credit, mortgage credit, factoring (with or without recourse), and financing of commercial transactions (including forfeiting):

(c) financial leasing (excluding financial leasing arrangements in relation to consumer products):

(d) transferring money or value for, or on behalf of, a customer:

(e) undertaking financial guarantees and commitments:

(f) trading for, or on behalf of, a customer in any of the following using the person's account or the customer's account:

(i) money market instruments (for example, cheques, bills, certificates of deposit, or derivatives):

(ii) foreign exchange:

(iii) exchange, interest rate, or index instruments:

(iv) transferable securities:

(v) commodity futures trading:

(g) participating in securities issues and the provision of financial services related to those issues:

(h) managing individual or collective portfolios:

(i) safe keeping or administering of cash or liquid securities on behalf of other persons:

(j) investing, administering, or managing funds or money on behalf of other persons:

(k) issuing, or undertaking liability under, life insurance policies as an insurer.

C Supplementary questions

7.9 Do you accept cash (physical currency or bearer negotiable instruments)? Yes/No*

*Select one.

If you answered "yes", estimate what percentage of your business involves cash: [*percentage*]

7.10 Do you send/receive funds from other countries (including the payment of fees either on your own behalf or on behalf of someone else)? Yes/No*

*Select one.

If you answered "yes", estimate the total value of transactions for the past year: Circle the estimated total value of transactions for the past year.

0: $1–999,999: $1,000,000–$9,999,999: $10,000,000–$49,999,999: $50,000,000 and over:

List your 3 most common products and/or services (described in sections A to C above):

1 [***specify***]
2 [***specify***]
3 [***specify***]

8 Customers (including clients)

8.1 Estimate how many customers you conducted CDD on this year in the course of carrying out activities regulated by the Act: [*estimate number*]

8.2 Estimate how many of the customers referred to in question 8.1 above are—

- classified as politically exposed persons (**PEP**). (Include your customers that are beneficially owned or are controlled by, or for the benefit of, a PEP): [*number*]
- a trust or another vehicle for holding personal assets: [*number*]
- an overseas government body: [*number*]
- a New Zealand resident individual: [*number*]
- a New Zealand resident entity (including companies, partnerships, trusts, charities, and other incorporated or unincorporated entities): [*number*]
- a non-resident individual: [*number*]
- a non-resident entity (including companies, partnerships, trusts, charities, and incorporated societies): [*number*]

8.3 Indicate whether you use the following methods to carry out CDD on new customers who requested new activities subject to the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 during the annual reporting year. If so please indicate the most common method.

	How do you meet your customers (including clients)?	**(Indicate from 1–5 which is the most common method of acceptance for you or select N/A)**
1	Face-to-face (over the counter, other than intermediaries)	
2	Non face-to-face (including electronic, telephone, post, and all other types of remote access—other than intermediaries)	
3	Domestic intermediaries/agents/third-party referral (exclude your reporting entity's employees)	
4	Overseas intermediaries/agents/third-party referral (exclude your reporting entity's employees who are acting as advisors working outside the main offices)	
5	Other	

Schedule 2A paragraph 7.2: amended, on 15 November 2018, by regulation 5 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2018 (LI 2018/201).

Part 4

Answer **all** questions relevant to your reporting entity.

9 Sector-specific questions

All Designated Non-Financial Business Groups or Professions (DNFBPs)

9.1 Do you incorporate companies or form trusts or other legal structures or arrangements in jurisdictions outside NZ? Yes/No*

*Select one.

9.2 If the answer to 9.1 above is "yes", please select the 3 most common jurisdictions in which you incorporate companies, or form trusts or other legal structures or arrangements: [*select from drop down list*]

9.3 Do you handle the receipt and transmission of customer/client money? Yes/No*

*Select one.

9.4 Do you manage customer/client bank accounts? Yes/No*

*Select one.

9.5 For your customers and clients who are overseas corporations with shares in bearer form, do your policies provide for maintaining the physical control of those bearer-shares to ensure that ownership of the corporate entity does not change without your knowledge? Yes/No/N/A*

*Select one.

9.6 Do you provide AML/CFT regulated services to other DNFBPs in New Zealand?

Yes/No/Unknown if customers are DNFBPs*

*Select one.

9.7 Do you provide AML/CFT regulated services to other DNFBP equivalents located overseas?

Yes/No/Unknown if customers are DNFBP equivalents*

*Select one.

9.8 When providing AML/CFT regulated services, do you use intermediaries or agents within New Zealand? Yes/No*

*Select one.

9.9 When providing AML/CFT regulated services, do you use intermediaries or agents based overseas? Yes/No*

*Select one.

9.10 If you answered "yes" to question 9.9, list the overseas countries your intermediaries are based in: [*list*]

Questions for real estate agents, conveyancing practitioners, and lawyers carrying out conveyancing activities

9.11 Have you received cash as part of a real estate transaction? Yes/No*

*Select one.

If you answered yes, how often in the last year? How much? NZ$[*amount*]

9.12 Are you providing residential property sales or services? (eg, people buying homes)

Yes/No*

*Select one.

9.13 Are you providing commercial property sales or other services?

Yes/No*

*Select one.

If you answered "yes" to both 9.12 and 9.13, what is the estimated split between residential and commercial property sales and services? [*percentage*]

Part 5

Answer **all relevant** questions.

10 Conditions of ministerial exemption

10.1 Have you been granted any ministerial exemption that is subject to conditions? Yes/No*

*Select one.

10.2 Provide a description of your compliance with all conditions on any such exemption.

Part 6

Declaration and signature

I confirm that I have the authority to submit this form on behalf of the reporting entity. I have reviewed the answers and information and I confirm that I am satisfied that, to the best of my knowledge, after undertaking all reasonable inquiries, all answers are true and correct.

Reminder: "A person commits an offence if, without reasonable excuse, the person provides information to an AML/CFT supervisor knowing that information to be false or misleading in any material respect". (*See* section 103 of the Act.)

Date:

Signature:

Full name:

Position/Job title*:

*Select one.

Schedule 2B
Annual AML/CFT report by New Zealand Racing Board

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Schedule 2B: inserted, on 1 August 2019, by regulation 6 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2018 (LI 2018/201).

This form is to be completed by the New Zealand Racing Board.

Part 1

Answer **all** questions in this Part.

1 Period of the report

1.1 Period that this report covers: [*specify year*]

Start date:

End date:

2 Contact details

Entity registration details

2.1 Reporting entity's legal name:

FSPR number (if applicable):

Trading name(s):

Physical address

2.2 Street name and number:

Suburb/town:

City:

Postcode:

Postal address (if different from physical address)

2.3 Street name and number or PO Box:

Suburb/town:

City:

Postcode:

Other contact details

2.4 Full name of AML/CFT compliance officer:

AML/CFT contact telephone number:

AML/CFT contact email address (if available):

Website (if available):

3 Organisation structure

3.1 Number of each type of physical location in New Zealand: [*specify number*]

Number of branches: [*specify number*]

Number of agents: [*specify number*]

Combined number of PubTABs and ClubTABs: [*specify number*]

Number of other types of locations: [*specify number*]

3.2 Number of New Zealand subsidiaries: [*if none, enter 0*]

3.3 Number of physical locations outside New Zealand: [*if none, enter 0*]

3.4 Number of subsidiaries outside New Zealand: [*if none, enter 0*]

Part 2

Answer **all relevant** questions.

4 AML/CFT risk assessment

4.1 Does your risk assessment meet the requirements of section 58 of the Act?

Meets all/Meets some/Meets none*

*Select one.

4.2 If your risk assessment meets only some of the requirements of section 58 of the Act, please list all subsections that it is not fully compliant with (eg, sections 58(1), 58(2)(a) to (c), 58(3)(a) to (c)). [*Use commas to separate each entry*.]

4.3 When was the most recent internal review of the risk assessment completed?

[*DD/MM/YY*]

4.4 Has the risk assessment been independently audited? Yes/No*

*Select one.

4.5 If yes to 4.4, when was the most recent audit of the risk assessment completed?

[*DD/MM/YY*]

4.6 If yes to 4.4, did the most recent audit of the risk assessment highlight any deficiencies? Yes/No*

*Select one.

4.7 If yes to 4.4 and 4.6, have you made the changes identified as being necessary in the most recent audit? Yes, complete/Not yet complete*

*Select one.

4.8 During the year, did you make available a new product, service, or channel?

4.9 If yes to 4.8, before making this product, service, or channel available, did you assess the ML/TF risk? Yes/No*

*Select one.

5 AML/CFT programme

5.1 Does your AML/CFT programme meet the requirements of section 57 of the Act?

Meets all/Meets some/Meets none*

*Select one.

5.2 If your AML/CFT programme meets only some of the requirements of section 57 of the Act, please list all paragraphs that it is not fully compliant with. (list relevant paragraphs from section 57(a) to (i)). [*Use commas to separate each entry*.]

5.3 When was the most recent internal review of the programme completed? [*DD/MM/YY*]

5.4 Has the programme been independently audited? Yes/No*

*Select one.

5.5 If yes to 5.4, when was the most recent audit of the programme completed? [*DD/MM/YY*]

5.6 If yes to 5.4, did the most recent audit of the programme highlight any deficiencies? Yes/No*

*Select one.

5.7 If yes to 5.4 and 5.6, have you made the changes identified as being necessary in the most recent audit? Yes, complete/Not yet complete*

*Select one.

5.8 Do you have procedures to identify and verify the identity of—

(a) a new customer (including the customer's beneficial owners or any person acting on behalf of a customer)? Yes/No*

*Select one.

(b) a person seeking to conduct an occasional transaction through your reporting entity? Yes/No*

*Select one.

(c) an existing customer, according to the level of risk involved, if there has been a material change in the nature or purpose of the business relationship and your reporting entity considers that it has insufficient information about the customer? Yes/No*

*Select one.

5.9 Do you have exception handling procedures for issues related to customer due diligence (CDD) (eg, clause 4 of the Amended Identity Verification Code of Practice 2013)? Yes/No*

*Select one.

5.10 Do you outsource any CDD requirements to third parties (as set out in sections 32 to 34 of the Act)? Yes/No*

*Select one.

5.11 Are your reporting entity's AML/CFT transaction monitoring and accounting monitoring processes best described as electronic, manual, or a combination of both? [*Electronic/Manual/Both**]

*Select one.

Part 3

Answer **all** questions in this Part.

6 Products and services

6.1 Estimate the value and number of all transactions completed by your reporting entity during the year. Add the number of receipts and payments together, record the total number, and repeat for value.

Gross number of transactions: [*number*]

Gross value of transactions (NZD$): [*amount*]

*Select one.

6.2 If your reporting entity offers any of the following products and services, specify the value of your annual revenue received from that product or service:

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
	Domestic		
1	Domestic account and deposit taking services: [*value in NZD$*]		
2	Domestic wire transfer or electronic funds transfer services: [*value in NZD$*]		
3	International wire transfer or electronic funds transfer services: [*value in NZD$*]		
4	Foreign currency or money exchange services: [*value in NZD$*]		
5	Issuing vouchers: [*value in NZD$*]		
6	Redeeming vouchers: [*value in NZD$*]		
7	Cash transactions (excluding ATM withdrawals and foreign currency): [*value in NZD$*]		
8	Stored value instruments or cards (other than vouchers): [*value in NZD$*]		

	Products and services	Yes/No	Estimate percent of annual revenue of your business (%)
9	Other relevant products or services: [*if selected, specify the type of products provided along with estimates*]: [*value in NZD$*]		
	Total		100

6.3 Name the 3 countries your business receives the most transactions from, and estimate the average monthly number of inward transactions:

	Name of country	Average monthly number of inward transactions
1	[*specify*]	[*specify*]
2	[*specify*]	[*specify*]
3	[*specify*]	[*specify*]

6.4 Name the 3 countries your business sends the most transactions to, and estimate the average monthly number of outward transactions:

	Name of country	Average monthly number of inward transactions
1	[*specify*]	[*specify*]
2	[*specify*]	[*specify*]
3	[*specify*]	[*specify*]

6.5 Do you provide the following payment methods? If yes, estimate the average monthly value of all transactions settled during the year [*enter 0 or value*]:

(1) Cash: [*value in NZD$*]

(2) Bearer negotiable instruments: [*value in NZD$*]

(3) Domestic wire transfers or electronic funds transfers: [*value in NZD$*]

(4) Foreign wire transfers or electronic funds transfers: [*value in NZD$*]

7 Customers and members

7.1 Estimate the number of customers your reporting entity had a business relationship with during the year: [*number*]

7.2 Estimate the number of customers that carried out occasional transactions through your reporting entity during the year: [*number*]

7.3 Estimate, as at the end of the reporting period, the numbers of the following types of customers:

	Types of customer	Estimate percentages as at end of the year for: (%)
1	New Zealand resident individuals: [*number*]	
2	Non-resident individuals: [*number*]	
3	New Zealand resident entities (including companies, partnerships, trusts, charities, and incorporated/unincorporated entities): [*number*]	

	Types of customer	Estimate percentages as at end of the year for: (%)
4	Non-resident entities (including companies, partnerships, trusts, charities, and incorporated/unincorporated entities): [*number*]	
5	Overseas government bodies (or similar): [*number*]	
6	Other: [*specify type of customer and number in each case*]	

8 Channels

8.1 Estimate the number of your new customers who were accepted via the following methods during the year:

	Methods of acceptance	%
1	Face-to-face (other than on-course): [*number*]	
2	Face-to-face (on-course): [*number*]	
3	Self-service terminals: [*number*]	
4	PubTABs and ClubTABs: [*number*]	
5	Overseas intermediaries, agents, or third-party referral (exclude your reporting entity's employees): [*number*]	
6	Online: [*number*]	
7	Other (List these other methods of acceptance in the additional notes section in Part 4.): [*number*]	

8.2 Estimate the value of transactions during the year for each of the following methods:

	Methods of acceptance	%
1	Face-to-face (other than on-course): [*number*]	
2	Face-to-face (on-course): [*number*]	
3	Self-service terminals: [*number*]	
4	PubTABs and ClubTABs: [*number*]	
5	Overseas intermediaries, agents, or third-party referral (exclude your reporting entity's employees): [*number*]	
6	Online: [*number*]	
7	Other (List these other methods of acceptance in the additional notes section in Part 4.): [*number*]	

Part 4

Answer all questions.

Your notes here [**Notes**]

Declaration and signature

I confirm that I have the authority to submit this report on behalf of the reporting entity. I have reviewed the answers and information and I confirm

that I am satisfied that, to the best of my knowledge, after undertaking all reasonable inquiries, all answers are true and correct.

Reminder: Under section 103 of the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, a person commits an offence if, without reasonable excuse, the person provides information to an AML/CFT supervisor knowing that information to be false or misleading in any material respect. (*See* section 103 of the Act).

Yes, I agree:

Date:

Signature:

Full name:

Position or job title:

Schedule 3
Formal warning report

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Schedule 3: inserted, on 30 June 2013, by regulation 7 of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2013 (SR 2013/232).

Form

Formal warning report

[*Date*]

To [*name and address of person or reporting entity*]

Formal warning for purposes of section 80 of Anti-Money Laundering and Countering Financing of Terrorism Act 2009

We have reasonable grounds to believe that you have engaged in conduct that constitutes a civil liability act under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 (the **Act**). You are required to comply with your obligations under the Act at all times.

Details of the conduct are as follows:

[*Specify details of events or actions that occurred, including dates or time periods.*]

[*Specify relevant sections of the Act or regulations.*]

The following action(s) are required to ensure compliance with the Act:

[*Specify details of action required—eg, cease action, take steps, etc. Also time period for action to be taken.*]

If you continue to engage in conduct that constitutes a civil liability act, or you do not take the actions required, civil or criminal enforcement action may be taken under the Act. This may result in (but is not limited to) the imposition of—

- civil penalties of up to $200,000, in the case of an individual, and $2 million, in the case of a body corporate; and
- criminal penalties of imprisonment for up to two years or a fine of up to $300,000, in the case of an individual, and $5 million, in the case of a body corporate.

Please note that issuing this formal warning notice to you does not affect the [*relevant AML/CFT supervisor's*] ability to consider or impose other appropriate sanctions under the Act.

If you believe the facts as stated in this notice are incorrect or incomplete, please contact us by [*date*].

Signature:

[*Name of officer from relevant AML/CFT supervisor*]

[*Name of relevant AML/CFT supervisor*]

Rebecca Kitteridge,
Clerk of the Executive Council.

Issued under the authority of the Legislation Act 2019.
Date of notification in *Gazette*: 30 June 2011.

Notes

1 General

This is a consolidation of the Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Regulations 2011 that incorporates the amendments made to the legislation so that it shows the law as at its stated date.

2 Legal status

A consolidation is taken to correctly state, as at its stated date, the law enacted or made by the legislation consolidated and by the amendments. This presumption applies unless the contrary is shown.

Section 78 of the Legislation Act 2019 provides that this consolidation, published as an electronic version, is an official version. A printed version of legislation that is produced directly from this official electronic version is also an official version.

3 Editorial and format changes

The Parliamentary Counsel Office makes editorial and format changes to consolidations using the powers under subpart 2 of Part 3 of the Legislation Act 2019. See also PCO editorial conventions for consolidations.

4 Amendments incorporated in this consolidation

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2023 (SL 2023/161)

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2021 (LI 2021/147)

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2018 (LI 2018/201)

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2017 (LI 2017/302)

Anti-Money Laundering and Countering Financing of Terrorism Amendment Act 2017 (2017 No 35): section 71

Anti-Money Laundering and Countering Financing of Terrorism (Requirements and Compliance) Amendment Regulations 2013 (SR 2013/232)

Wellington, New Zealand:
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