AML/CTF NOTICE

CUSTOMER IDENTIFICATION FOR REAL ESTATE SALES

EFFECTIVE 10 SEPTEMBER 2026

LOCAL KNOWLEDGE. PERSONALISED SERVICE.

Agency details

Legal entity	Daniel James Realty Pty Ltd
Trading name	Daniel James Realty
ABN / ACN	46 701 665 723 / 701 665 723
Queensland licence	4984764
Business address	2/31 Kyoto Street, Brassall QLD 4305
Office	07 3916 4175
Legal and administration email	daniel.billett@danieljamesrealty.com.au
Website	www.danieljamesrealty.com.au

AML/CTF Customer Identification Notice

This notice explains why we may request and verify information when providing a regulated real estate sales service.

A public notice does not replace Daniel James Realty's AUSTRAC enrolment, AML/CTF program, customer risk assessment, due diligence, reporting, recordkeeping or staff procedures.

1. When the requirements apply

Brokering the sale, purchase or transfer of real estate as part of a business is a designated service. For this service, both seller/transferor and buyer/transferee may be customers for AML/CTF purposes. Ordinary residential property management is not, by itself, the same designated sales service.

2. Information we may request

- For individuals: name, date of birth, residential address, country of residence, occupation and identity documents.
- For companies, trusts and partnerships: registration and structure details, directors, trustees, partners, controllers and beneficial owners.
- For representatives: identity, authority to act and relationship to the customer.
- For transactions: purpose, funding arrangements, source of funds or wealth where required, and counterparties.
- Sanctions, politically exposed person and other risk-screening information.

3. Verification

Verification may use original or certified documents, reliable electronic verification, government or corporate registers, sanctions screening, beneficial-ownership checks and additional information where risk is higher or details are inconsistent.

4. Timing and service decisions

Customer due diligence is generally required before a designated service begins, subject to limited legal exceptions such as permitted delayed verification. If required information cannot be obtained or verified, we may

delay, limit or decline the service or take another action required by our AML/CTF program and law.

5. Use, disclosure and retention

Information may be used for identification, verification, risk assessment, ongoing due diligence, fraud prevention, sanctions screening, transaction administration, reporting and recordkeeping. It may be disclosed to verification and screening providers, advisers, AUSTRAC, regulators and law-enforcement bodies where authorised or required. Some reporting and risk-assessment information may be legally restricted from disclosure.

6. Protecting identity documents

Provide identity documents only through the secure channel nominated by Daniel James Realty. Do not send identity documents by social-media message or to an unverified address. Records are restricted to authorised persons and retained for legally required periods.

7. Contact

General, privacy and AML/CTF administration enquiries: daniel.billett@danieljamesrealty.com.au, 07 3916 4175, 2/31 Kyoto Street, Brassall QLD 4305.

Reference

AUSTRAC real estate designated-services guidance: austrac.gov.au