



# AUSTRAC Guideline No. 2(B)

(Formerly CTRA Guideline No. 2(B))



*Financial Transaction Reports Act 1988*

## Significant Cash Transactions Exemptions and Exemption Registers

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## Introduction

The *Financial Transaction Reports Act 1988* (FTR Act) requires cash dealers (financial institutions and others) to report significant cash transactions of \$AUD 10,000 and above (or the foreign currency equivalent) which contain certain prescribed information to the Director of the Australian Transaction Reports and Analysis Centre (AUSTRAC).

Information from Significant Cash Transaction Reports (SCTRs) is routinely used in a wide variety of tax investigations and other criminal investigations.

Surveys conducted by AUSTRAC with Australian financial institutions and information obtained by AUSTRAC from law enforcement agencies in the United States show that many businesses engage in regular and frequent currency transactions with domestic banks, building societies and credit unions. The Parliament has therefore included in the FTR Act provisions that permit banks, building societies and credit unions to exempt the reporting of certain significant cash transactions (SCTs) in circumstances where specified details are retained in an 'exemption register' within the financial institution. Although it is necessary for each financial institution to maintain a register in relation to certain transactions (Section 12), it is an option to be exercised by the financial institution whether or not to report the SCTs of specified customers or alternatively to record those details in an exemption register (Section. 11).

AUSTRAC is of the opinion that electronic reporting will reduce both the need and cost to financial institutions of maintaining exemption registers. AUSTRAC encourages and would prefer to receive SCTRs as it ensures that we have a which is as complete and up to date as possible and which can, therefore, can be used efficiently and effectively to combat money laundering, tax evasion and crime.

The exemption provisions specify the procedures and categories of transactions for which financial institutions may grant exemption. This document is intended to help financial institutions understand the exemption provisions and facilitate compliance with the exemption requirements. It explains how to determine whether a particular customer's account transaction qualifies for an exemption, the process for exempting, record keeping requirements (customer statements and exemption registers) and the audit powers of AUSTRAC.

### 1. Determining which transactions to exempt

#### Transactions

- 1.1 In developing exemption policies and procedures, financial institutions should be aware that no transactions are specifically excepted from the SCT reporting requirements, ie **there are no significant cash transactions that do not need to be either reported to AUSTRAC or appropriately recorded in the exemption register by the financial institution.**

## Exemptions

1.2 The FTR Act provides for certain transaction categories of customers that a financial institution may exempt from the SCT reporting requirements of section 7.

1.3 There are seven (7) types of significant cash transactions eligible for exemption by a financial institution. These are:

- (i) Financial institution  
(Subsection 10 (1) (a))

A transaction between a financial institution and another financial institution is eligible for exemption.

- (ii) Cash dealer  
(Subsection 10 (1) (b))

A transaction between a financial institution and a cash dealer (not being a financial institution) is eligible for exemption.

Note: this includes a cash carrier.

- (iii) Retail or other declared entertainment or hospitality business  
(Subsection 10 (2))

A transaction between a financial institution and an established customer of that financial institution (an established customer means a person who has been a customer of the financial institution for not less than 12 months immediately preceding the date of the transaction) is eligible for exemption if:

- the transaction consists of a deposit into or a withdrawal from an account maintained by the customer;
- the customer carries on :
  - (i) a **retail business** (other than that of selling vehicles, vessels, farm machinery or aircraft); or
  - (ii) a business declared by the Minister, by notice in writing published in the Gazette, to be an **entertainment or hospitality business** (detailed further in paragraphs 2.15 - 2.16 following); or
  - (iii) a business of providing **vending machines**;
- the account is maintained for the purposes of that business; **and**
- the amount of currency involved in the transaction does not exceed what is reasonably commensurate with the lawful business activities of the customer.

*Note:* **'Retail business'** as defined under the FTR Act means a business whose principal element is the provision of goods to ultimate customers **and** the takings or receipts of which include substantial amounts of currency.

(iv) Pay-roll  
(Subsection 10 (3))

A transaction between a financial institution and an established customer of that financial institution is eligible for exemption if:

- the transaction consists of a withdrawal from an account maintained by the customer;
- the withdrawal is made for pay-roll purposes where regular withdrawals, not less than \$10,000, are made to pay the customers staff and employees; **and**
- the amount of currency involved does not exceed an amount that is reasonably commensurate with the lawful business activities of the customer.

(v) Public authority  
(Subsection 10 (4))

A transaction between a financial institution and a public authority such as Department of Health, Department of Main Roads, Department of Defence, State Rail Authority, Waterboard and a Local Council for example, is eligible for exemption provided the amount of currency involved in the transaction is reasonably commensurate with the authorised activities of the authority.

(vi) Special exemptions  
(Subsection 10 (5))

A transaction that has been declared by the Minister, by notice in writing published in the Gazette is eligible for exemption. This is detailed in paragraphs 2.17 - 2.20 (Special exemption requests) following.

(vii) Established customer of one financial institution changes to a new financial institution  
(Subsection 10 (6))

Where an established customer of one financial institution closes one account and transfers the funds to an account with another financial institution and prior to changing the transaction had been exempt, then that customer's exemptible transactions of the same class would be eligible for the exemption with the new institution immediately. In addition, the transferred exemption may also be varied, if required, after a three (3) month period with the new institution in respect of transactions which would have been eligible for exemption had the customer held the account with that institution for 12 months.

### **Entry in exemption register**

- 1.4 A significant cash transaction between a financial institution and a customer that is eligible for exemption is an exempt transaction so far as the financial institution is concerned if:
- (a) the transaction has been entered in the financial institutions exemption register (Subsection 9 (1) (a)); or
  - (b) the transaction falls within a class of transactions entered in the financial institution's exemption register against the name of that person (Subsection 9 (1) (b)).
- 1.5 Therefore a transaction or class of transactions that is entered into the exemption register of a financial institution is not required to be reported (Section 7) by the financial institution.
- 1.6 In the case of a transaction between a financial institution and a cash dealer (as in paragraph 1.3 above), in addition to the transaction being exempt so far as the financial institution is concerned it is also exempt so far as the cash dealer is concerned (Subsection 9 (3)).
- 1.7 *Note:* In the case of the Director having given direction under Subsection 11 (3) to delete or amend an entry in the exemption register, the SCT would not be an exempt transaction so far as the institution is concerned if exemption of the transaction would be inconsistent with the direction (Subsection 9 (2)).

### **Non exemptible retail business account transactions**

- 1.8 It is important to remember that transactions concerning accounts of retail businesses which includes the selling of motor vehicles, vessels, farm machinery or aircraft, may not be exempted from the SCT Reporting requirements (Subsection 10 (2) (d) (i)).

AUSTRAC would see this as applying to all types of motor vehicles, including automobiles, motorcycles, mopeds, trucks and construction equipment (such as road graders). Vessels would include ships, boats, yachts and seaplanes. Farm machinery would include tractors. All types of aircraft would include helicopters.

### **Multi-faceted businesses**

- 1.9 In some cases, a particular business entity may offer more than one type of good or service to the public. For instance, if the financial institution's customer is a business entity that would generate transactions of both exemptible and non exemptible types (eg. spare parts department and a car dealer) and the funds are combined in the same account, the financial institution **may not** grant exemption with respect to that account. This is true even if the majority of the gross revenues is derived from the exemptible business transactions.

## **SCT Reporting on certain transactions by customers holding exemptions.**

- 1.10 In using the exemption provisions of the FTR Act financial institutions must bear in mind that their granting of exemptions to certain transactions concerning particular accounts and customers does not mean that they will *never* have to file SCTR on those accounts and customers. Even after granting an exemption and setting a dollar limit for that exemption, a financial institution must continue to file SCTR on two types of currency transactions:
- (i) currency transactions which exceed the exempted threshold. For example, if the exemption limit is set at \$20,000, any currency transactions over this amount will require the cash dealer to submit a SCTR (refer to subsection 10 (2)(f), (3)(f) and (4)(b));
  - (ii) all non-exempted currency transactions involving an account. For example, if the account is the subject of an exemption only for currency *withdrawals* of say up to \$19,000 the financial institution should report all currency *deposits* into that account that exceed \$10,000.

## **2. How to exempt transactions**

- 2.1 Once a financial institution has determined that the account transactions of a particular customer may qualify for exemption, it may initiate the process for granting exemption. Under section 10 of the FTR Act only the financial institution (and not the customer) has the authority to grant exemption. In general, if a business customer specifically **requests** an exemption the financial institution should carefully scrutinise the customer's activity at the financial institution before deciding whether to grant an exemption.

### **Review of records**

- 2.2 As the first step, the financial institution may consider reviewing the customer's transaction history including its cash deposit and/or withdrawal transactions. This review is to determine whether the customary conduct of a business entity's lawful domestic business involves currency deposits or withdrawals exceeding \$10,000 that occur regularly and frequently (e.g. daily or several times per week or in some cases weekly or biweekly). If for example, the financial institution's records do not indicate that the entity has had regular and frequent currency deposits or withdrawals exceeding \$10,000 then the financial institution should carefully consider whether an exemption is necessary for that particular business.

## **Review of other available information**

- 2.3 In addition the financial institution may consider reviewing any other information that it has concerning its customer which might assist the financial institution in assessing that customer's transaction history. If the customer has a long-standing depositor relationship with the financial institution, the financial institution may have made extensions of credit or conducted other business with the customer that generated additional records about the customer's business. These steps are not only consistent with a financial institution's marketing strategy of 'knowing its customer' but may also aid in the determination of whether the customer's transaction(s) come within the categories of exemptible transactions.
- 2.4 AUSTRAC strongly encourages financial institutions to know their customers. If a financial institution is not familiar with a particular business entity that it is considering for an exemption, AUSTRAC urges the financial institution to take some steps to see if the customer appears to be conducting a legitimate business. These could include checking the telephone directory to verify the business' address and telephone number. The financial institution may consider maintaining a record of any of the steps that it takes in determining whether the customer's transaction(s) are eligible for an exemption.

## **Exemption limits**

- 2.5 In conjunction with its review of the customer's account activity the financial institution must also determine the applicable dollar limit for the exempted deposits or withdrawals.
- 2.6 For exemptions pertaining to public authorities the dollar limits must not exceed an amount that is reasonably commensurate with the authorised activities of the authority.
- 2.7 For all other categories of exemptions the dollar limits set must not exceed an amount that is reasonably commensurate with the lawful business activities of the customer.
- 2.8 This indicates that there must be a reasonable relationship between the maximum amounts of the currency transactions that the financial institution reviewed and the dollar limit that it sets for a particular exemption. If for example the majority of the currency transactions anticipated range from \$20,000 to a maximum of \$25,000, the financial institution should not arbitrarily set the dollar limit at an amount so high (e.g. \$60,000) that they would not be reasonably commensurate with the authorised or lawful business activities of the customer.

## **The exemption statement**

2.9 Pursuant to subsections 11(1)(c) and 11 (2)(d), (if the other party to the transaction is **not** another financial institution) the financial institution may enter the transaction(s) it believes are eligible for exemption in its exemption register only where the other party signs a **written statement** to the effect that:

- (i) it believes that the transaction is eligible for exemption in accordance with section 10; and
- (ii) the information it provides to the institution in relation to the transaction is, to the best of his or her knowledge and belief, true and correct in all material particulars;

**or** if the financial institution believes that the other party is also likely to enter, on a regular basis, into transactions of a similar kind (which are eligible for exemption) the other party must sign a **written statement** to the effect that:

- (i) it believes that the transaction and proposed transactions of that kind are eligible for exemption in accordance with section 10; and
- (ii) the information it provides to the institution in relation to the transaction and in relation to proposed transactions of that kind is, to the best of his or her knowledge and belief, true and correct in all material particulars.

2.10 AUSTRAC recommends that the financial institution include this written statement by the customer, as well as details of the account and steps taken to substantiate the granting of exemption in the one form of exemption statement.

## **Form for exemption statements**

2.11 AUSTRAC has **not** issued a form that all financial institutions are required to use for their exemption statements. Instead it has developed model forms (see Appendix A and B) that financial institutions may use.

2.12 Any exemption statement that a financial institution prepares must comply with the requirements of section 11 (as detailed in paragraph 2.9 above).

## **Entertainment or hospitality business**

2.13 If a business wishes to be declared an entertainment or hospitality business and therefore be eligible for exemption under section 10(2)(d)(ii), it may apply to the Minister to have the business so declared.

## Special exemption requests

- 2.14 If a financial institution wishes to exempt deposits into and/or withdrawals from an account by a customer and the transaction(s) does not fall within one or more of the exemptible categories, it may apply to have the transaction (or classes of transactions) declared by the Minister, by notice in writing published in the Gazette, to be eligible for exemption (Subsection 10(5)).

## 3. Record keeping for exempt transactions

- 3.1 After it has granted an exemption involving a particular account(s) of a customer, the financial institution is responsible for keeping **two** principal types of records pertaining to that exemption:
- (i) a centralised exemption register; **and**
  - (ii) exemption statements.

### Exemption register

- 3.2 The financial institution must keep a record of each exemption granted and the nature thereof, in a centralised register (Subsection 12 (1)). This register known as the exemption register must be **maintained in the approved manner and form** (Subsection 12 (2)) and must include the **prescribed details as required under Schedule 2 of the FTR Act, in relation to each transaction (or class of transactions) entered in the register (Subsection 12. (3)).**
- 3.3 The prescribed details required under Schedule 2 are :
- For each person conducting the transaction with the financial institution: the name of the person, the business or residential address of the person, and the occupation, business or principal activity of the person;
  - a statement whether the exemption covers deposits, withdrawals or both;
  - the total amount of currency or the range of amounts of currency involved in class of transactions;
  - the total monetary amount of the transaction or the range of amounts of the class of transactions;
  - the amounts and types of any foreign currency involved in a transaction;
  - the date of the transaction or the period during which the class of transactions is to be exempt;
  - the name of, and the office held by, the person making the decision to grant or amend the exemption.

*Note:* Where a transaction (or class of transactions) is entered in a financial institutions exemption register and contains the prescribed details under Schedule 2 of the FTR Act, **but is not in the approved manner and form**, the fact that the entry is not in the approved manner and form shall be disregarded in determining whether or not the transaction (or class of transactions), is an exempt transaction (Subsection 12. (4)).

3.4 For financial institutions that manually revise their exemption registers, AUSTRAC suggests the following format for the required information:

Examples between a financial institution and a **customer** (customer statement required)

- (i) **Type or class of transaction(s):** (1) Weekly takings for Supermarket up to \$150,000. (2) Fortnightly wages and expenses up to \$25,000.

Name:	ABC Supermarket, P/L
Address:	1234 Bruce St, Sydney NSW, 2000
Occupation, business or principal activity:	Retail Grocery
BSB / Account number(s) affected:	110-122: 123456
Deposits exemption limit:	\$150,000 - weekly
Withdrawals exemption limit:	\$25,000 - fortnightly
Exemption validity:	From 1 January 1991 - subject to review
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

- (ii) **Type or class of transaction(s):** (1) Weekly withdrawals for pay-roll up to \$11,000. (2) Deposits - weekly takings up to \$65,000.

Name:	BCD Fruit Market
Address:	5432 Main St Melbourne, Vic, 3000
Occupation, business or principal activity:	Fruiterer
BSB / Account number(s) affected:	110-345 1234567
Deposits exemption limit:	\$65,000 - weekly
Withdrawals exemption limit:	\$11,000
Exemption validity:	From 1 November 1990 - subject to review
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

- (iii) **Type or class of transaction(s):** (1) Daily takings up to \$18,000. (2) Weekly expenses—maximum \$30,000.

Name:	The Beverage Co.
Address:	224 High St., Hobart, Tasmania 7001
Occupation, business or principal activity:	Wine retailer
BSB / Account number(s) affected:	110-112: 2345678, 110-113: 22345610, 10-224: 7778501
Deposits exemption limit:	Deposits exemption limit: \$18,000 - daily
Withdrawals exemption limit:	\$30,000 - weekly
Exemption validity:	Between 1 March and 31 December 1991
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

Example between a financial institution and a **cash carrier** (customer statement required)

- (i) **Type or class of transaction(s):** Purchases and sales of currency

Name/Address:	C.C 's Ltd. 23 Elizabeth Street, Perth, WA, 6000
Occupation, business or principal activity:	Cash carrier
BSB / Account number(s) affected:	All branches. All transactions
Deposits exemption limit:	\$100,000. - daily
Withdrawals exemption limit:	\$100,000. - daily
Exemption validity:	1 July 1990 to 1 July 1992
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

Examples between one financial institution and another (mutually reflected recording)

- (i) **Type or class of transaction(s):** Purchase of cash from and/or clearance to Reserve Bank

Name/Address:	Reserve Bank Aust. NSW, 2000
Occupation, business or principal activity:	Bank
BSB / Account number(s) affected:	All branches - exchange settlement a/c number: 110-2000: 9999999
Deposits exemption limit:	\$100,000. - daily
Withdrawals exemption limit:	\$100,000. - daily
Exemption validity:	1 July 1990 to 1 July 1992
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

- (ii) **Type or class of transaction(s):** Currency exchange

Name/Address:	F.I. Bank Ltd., 266 George Street, Brisbane, Queensland, 4000
Occupation, business or principal activity:	Bank
BSB / Account number(s) affected:	All branches and a/c's
Deposits exemption limit:	\$100,000. - daily.
Withdrawals exemption limit:	\$100,000.- daily.
Exemption validity:	1 July 1990 to 1 July 1992
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

(iii) **Type or class of transaction(s):** Deposits and withdrawals

Name/Address:	C.U. Credit Union Ltd., 345 the Avenue, Canberra, ACT, 2600
Occupation, business or principal activity:	Credit union
BSB / Account number(s) affected:	All branches and a/c's
Deposits exemption limit:	\$100,000. - daily.
Withdrawals exemption limit:	\$100,000. - daily
Exemption validity:	1 July 1990 to 1 July 1992
Exemption granted by:	J. Smith, Manager Retail, Ph: 134 700

AUSTRAC recommends that the recording of details of transactions between the financial institution and *other financial institutions be kept in a separate part of the register.*

- 3.6 These exempt transactions should be recorded by **both** financial institutions as a mutual reflection of the exemption and **no supporting exemption statement is required (Subsection 11 (1) (c)).**

**Exemption statements** (as discussed in paragraph 2.9)

- 3.7 The second principal category of records that a financial institution should keep concerning an exemption is the exemption statement that the financial institution has obtained from a customer whose account transaction(s) has been exempted. After the financial institution has obtained such a statement it may retain the original of the statement as long as the customer is on the exemption list.

## 4. Monitoring exemptions and discovery of improper exemptions

### **Monitoring exemptions**

- 4.1 Financial institutions should continue to monitor the exemptions they have granted. A company whose transaction or class of transactions was appropriate for an exemption at one time may experience some significant change in its operations, such as expansion of its business activities, that changes the nature of its business or that requires it to move to a new location. In addition, improvements or declines in the company's business may make the originally granted exemption limit inappropriate. Over time the transaction exemption limit for a particular account(s) and customer may need to be increased or decreased so that it remains at a level that the financial institution may conclude does not 'exceed an amount that is reasonably commensurate with the lawful business activities of that customer.'
- 4.2 For these reasons, AUSTRAC recommends that a financial institution review its exemption register at least once a year. In keeping with the general policy that financial institutions should 'know their customers' each review could include a contact with the customer of each exemption to determine whether there are any changes in the customer's situation (such as the customer's name, address, or nature of business) since the last date of review. If the financial institution learns, either directly from the customer or through any other means, that any of the information to which that customer attested on the exemption statement has changed, it should obtain a new exemption statement from that customer that correctly reflects the relevant information from that customer.

### **Discovery of improper exemptions**

- 4.3 If a financial institution discovers that it has improperly exempted transactions concerning one or more customer accounts it should promptly take remedial action. The financial institution may consider the rescinding of all of the exemptions that it determines were improperly granted, or may delete or amend those entries from the exemption register (Subsection 11(6)).
- 4.4 The Director of AUSTRAC may, by written notice, direct the institution to delete an entry to a register or to amend an entry so that it ceases to apply to transactions of a specified kind. If this direction is given, any entries falling within the same or substantially the same class of transactions, or transactions of that kind or a class of transactions of that kind, may not be entered in the register against the name of the person concerned whilst the direction remains in force (Subsections 11 (3), (4) and (5)).

## 5. Audit powers of AUSTRAC with respect to the exemption register

- 5.1 The Director of AUSTRAC (or an authorised officer) may gain access to the exemption register (or any part there of) during the **normal business hours** of the financial institution (Subsection 13 (3)).
- 5.2 In order to gain this access, the Director of AUSTRAC must give **written notice** to the financial institution and the 'authorised officer' must be specified in the notice (Subsection 13 (1)).
- 5.3 Once the authorised officer has access to the register, he or she may make copies of, or take extracts from the register (Subsection 13 (4)), **or** the Director may under Subsection 13 (5), by written notice to the financial institution, require the institution to give the Director, or an authorised officer specified in the notice, a copy of the exemption register, entries in the register and/or any other information relating to the register, (or to the entries) as specified in the notice.
- 5.4 Should the Director give the financial institution such notice under subsection 13 (5), then the institution has 30 days from the receipt of the notice to comply with the direction (Subsection 13 (6)).

## 6. Further information or assistance

- 6.1 This guideline is intended to cover most of the issues that financial institutions are likely to encounter in using the exemption provisions of the FTR Act.
- 6.2 For further guidance on the exemption provisions AUSTRAC staff will be glad to assist financial institutions and their employees. The AUSTRAC Help Desk can be contacted on (02) 9950 0827.

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### **Australian Transaction Reports and Analysis Centre (AUSTRAC)**

PO Box 5516  
West Chatswood NSW 1515  
**DX 29668** Chatswood

**Telephone :** (02) 9950 0055    **Facsimile :** (02) 9950 0071  
**Suspect Transaction Hotline:** 1800 021 037

**internet address :** [www.austrac.gov.au](http://www.austrac.gov.au)    **e-mail address :** [help\\_desk@austrac.gov.au](mailto:help_desk@austrac.gov.au)

# Appendix A

## Model Customer Exemption Statement

Exemptions permit financial institutions to be exempt from reporting certain significant cash transactions. The exemption basically allows the financial institution to maintain significant cash transaction details in an exemption register. Although a SCTR is not completed and not submitted to AUSTRAC under this method, the details of the transaction must nevertheless be maintained in an exemption register should AUSTRAC request access to this information. Below is a sample of an exemption statement. Internal system generated exemption statements can be compiled and maintained provided they are in accordance with schedule 2 of the FTR Act.

### Part I: Identity of customer (To be completed by Customer)

1. Name of customer: \_\_\_\_\_  
\_\_\_\_\_

2. Complete street address(s) of customer: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Occupation (or business or principal activity): \_\_\_\_\_  
\_\_\_\_\_

4. Type and number(s) of account(s) affected by the transactions to be exempted:  
\_\_\_\_\_  
\_\_\_\_\_

5. The cash transactions involving the account(s) described in No. 4 are funds generated solely from the business described in No.3. Yes / No

6. Type or class of transaction(s): \_\_\_\_\_  
\_\_\_\_\_

7. I believe that the significant cash transaction conducted through the above account(s) (and any possible class of transactions of this kind) is eligible for exemption in accordance with section 10 of the *Financial Transaction Reports Act 1988*; **and**

I believe that the information provided in relation to the transaction (and any possible proposed transactions of this kind) is to the best of my knowledge and belief, true and correct in all material particulars.

8. \_\_\_\_\_  
Signature of authorised officer \_\_\_\_\_  
Date

\_\_\_\_\_  
Name of authorised officer \_\_\_\_\_  
Title/Position of officer

(Please type or print)

**Part II: Information on customer and account**

**(To be completed by financial institution only)**

9. Period of account activity reviewed (recommended to be at least two consecutive months of transactions, as set forth in the financial institutions records, that are reasonably commensurate with the lawful business activities of the customer):

\_\_\_\_\_

10. Additional information on account activity: \_\_\_\_\_

\_\_\_\_\_

11. Reason(s) transaction(s) qualified for exemption (should include detailed description of type of business and relation of cash transactions to that business):

\_\_\_\_\_

\_\_\_\_\_

12. (For special exemption only) Date declared by Minister, by notice in writing published in the Gazette, to be eligible for exemption:

\_\_\_\_\_

Based upon an independent verification of the activity of account number(s) \_\_\_\_\_

\_\_\_\_\_

(using available financial institution records pertaining to that account(s)), and a review of the information to which the customer has certified in Part I above, I have determined that the following types of currency transactions involving the above account number(s) are eligible for exemption from the requirements of the Financial Transaction Reports Act 1988 pertaining to Significant Cash Transaction Reports:

Deposits not exceeding \$ \_\_\_\_\_

Withdrawals not exceeding \$ \_\_\_\_\_

Withdrawals for pay-roll purposes not exceeding \$ \_\_\_\_\_

The date(s) of the transaction or the period during which the class of transactions is to be exempt:

\_\_\_\_\_

The dollar limits of these types of transactions do not exceed an amount that is reasonably commensurate with the lawful business activities of the customer.

13. \_\_\_\_\_  
Signature of authorised officer \_\_\_\_\_ Date

\_\_\_\_\_ Title/Position of officer

(Please type or print)

# Appendix B

## Model Customer Exemption Statement

### Cash Carriers

(To be completed by cash carrier)

1. Name of cash carrier: \_\_\_\_\_

\_\_\_\_\_

2. Complete street address(s) of cash carrier: \_\_\_\_\_

\_\_\_\_\_

3. Type and number(s) of account(s) affected by the transactions to be exempted: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Type or class of transaction(s): \_\_\_\_\_

\_\_\_\_\_

5. I believe that the significant cash transaction conducted through the above account(s) (and any possible class of transactions of this kind) is eligible for exemption in accordance with section 10 of the Financial Transaction Reports Act 1988; **and**

I believe that the information provided in relation to the transaction (and any possible proposed transactions of this kind) is to the best of my knowledge and belief, true and correct in all material particulars.

6. \_\_\_\_\_  
Signature of authorised officer \_\_\_\_\_  
Date

\_\_\_\_\_  
Name of authorised officer

\_\_\_\_\_  
Title/Position of officer

(Please type or print)