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Dear Sir/Madam

**A new threshold transaction reporting obligation commences
1 October**

From 1 October 2011, in addition to reporting the details of the customer of the threshold transaction, reporting entities will also be required to report the details of the individual conducting the transaction (i.e. the agent of the customer or the third party depositor).

AUSTRAC is replacing the current electronic and paper threshold transaction report (TTR) forms with new versions. These new forms contain additional questions in relation to the individual(s) conducting the transaction.

Samples of the new TTR forms and their accompanying explanatory guides can be located in the resources section of AUSTRAC Online.

Members that submit TTR transactions using paper forms will receive their new forms by 23 September 2011 with an accompanying letter detailing the changes to the paper form. Where this has not been received, your members should contact AUSTRAC before 1 October 2011 on the contact details below.

All threshold transactions conducted **on or after** 1 October must be reported on OCT2011 version of the TTR forms.

To further assist your members to comply with their obligations under the *Anti-Money Laundering and Counter-Terrorism Financing Act 2006*, please feel free to reproduce the [attached information](#) in your communications with members.

Further information about the new TTR reporting obligation is available on the AUSTRAC website or from the AUSTRAC Help Desk on 1300 021 037 or email help_desk@austrac.gov.au.

We appreciate your assistance in this matter.

Yours faithfully
Angela Jamieson
General Manager, Supervision

AUSTRAC Help Desk
Telephone 1300 021 037
Email help_desk@austrac.gov.au
www.austrac.gov.au

Reporting Entity Operations
PO Box 13173
Law Courts, Melbourne VIC 8010
Facsimile +613 8636 0501

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