



CIP Documentary Verification Check List

(Only for Retail or Corporate Accounts)

Customer Name: _____

(Identification obtained – Check at least two (2), one (1) of which must be a primary ID. Attach photocopies of each checked item below).

Exception: For elderly or disabled individuals, you may collect only one form of secondary identification **if** a primary form of identification is not available.

Primary	Secondary
<input type="checkbox"/> State or provincial Driver’s License	<input type="checkbox"/> Voter Registration Card
<input type="checkbox"/> State Identification Card	<input type="checkbox"/> Social Security Card
<input type="checkbox"/> Military I.D. Card	<input type="checkbox"/> Credit Card
<input type="checkbox"/> Passport	<input type="checkbox"/> Birth Certificate
<input type="checkbox"/> U.S. Alien Registration Card	<input type="checkbox"/> Visa
	<input type="checkbox"/> Insurance Card
	<input type="checkbox"/> Firearm License
	<input type="checkbox"/> Student I.D. Card
	<input type="checkbox"/> Utility Bill
	<input type="checkbox"/> Property Tax Bill

Documentary Verification for the following Form of Organization (Attach copies of documentation):

- Corporation For Corporation, LLC, and LLP, obtain a Corporate Resolution if not available, obtain a Certificate of good standing from the Secretary of State Office