

## Verification of Identity – What we need

**In order to complete your application we will need to verify your identity and address. Please take this Verification of Identity form and the following documents to a Bank or Building Society who will be able to verify your identity and address for us.**

Please note each applicant will need to complete a separate Verification of Identity form.

You will need:

- Your passport or photographic driving licence; and
- Bank statement (dated within the last 6 months showing your current address)

If you cannot supply a Bank Statement we will **only** accept **one** of the following documents:

- Gas bill
- Electricity bill
- Water supply bill
- Home telephone bill (not mobile bills)

Documents we do **NOT** accept include internet print-outs, Credit Card statements, mobile phone bills and mortgage statements.

Take these documents to a Bank or Building Society along with the Verification of Identity form.

An alternative recommendation is to take your documents to the Garda for completion. Please ensure you do not work for the firm that is verifying your identity.

## How to complete

- The applicant should complete Section 1
- The verifying firm should complete sections 2 and 3
- The verifying firm should take photocopies of the applicant's passport/driving licence and bank statement/bill
- The verifying firm should endorse (branch sort code stamp), sign and print their name on the photocopies of the passport and bank statement. These should be endorsed by the same person who completes sections 2 & 3.
- It is important to note that the firm who completes sections 2 and 3 of this form is asked only to verify your identity and address. It does not ask them to confirm your financial standing or provide a recommendation on your suitability for an account.

## Next Steps

Then please send the Verification of Identity form along with the signed photocopies of your passport/driving licence and bank statement/bill to:

**You can return the form to us by freepost to the following address. Please be aware it may take up to 10 days to reach us:**

TD Waterhouse Customer Accounts Dept  
AA1626  
PO BOX No: 4214  
BUSINESS REPLY  
Dublin 2

**Alternatively, you can speed up the process by paying the postage costs to the UK and send your Verification of Identity form directly to us at:**

TD Waterhouse Customer Accounts Dept  
Exchange Court, Duncombe Street  
Leeds  
West Yorkshire  
LS1 4AX  
United Kingdom

**Please ensure you write "No Stamp Required" in the top right hand corner of your envelope.**

Once we have received your Verification of Identity form and endorsed photocopies we will be able to process your application. If your application is successful we will contact you by telephone to provide you with your account number.

# Confirmation of Verification of Identity

## Private Individual

### Verified by an EU Regulated Financial Services Firm



Please read the accompanying notes 'Verification of Identity – what we need' before completing this form. If you are having difficulty supplying/completing any of the documentation, please call one of our Customer Service Representatives on 1 800 646 582. All fields are mandatory unless indicated otherwise.

#### 1. Details of Individual (see explanatory notes in section 4 below)

Forename(s)	<input type="text"/>	Surname	<input type="text"/>
Current address	<input type="text"/>	Previous address if individual has changed address in the last three years	<input type="text"/>
Date of birth	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/>	Email	<input type="text"/>
Tax identification number or place of birth (town and country)	<input type="text"/>		

#### 2. Confirmation (to be completed by a member of the verifying firm)

##### I/we confirm that

- the information in section 1 above was obtained by me/us in relation to the customer;
- the evidence we have obtained to verify the identity of the customer meets the requirements of our national money laundering legislation that implements the EU Money Laundering Directive, and any relevant authoritative guidance provided as best practice in relation to the type of business or transaction to which this confirmation relates;
- where the underlying evidence taken in relation to the verification of the customer's identity is held outside the UK, in the event of any enquiry from UK law enforcement agencies or regulators, copies of the relevant customer records will be made available under court order or relevant mutual assistance procedure, to the extent that we are required under local law to retain these records.

Signed	<input type="text"/>		
Name	<input type="text"/>		
Position	<input type="text"/>	Date	<input type="text" value="D"/> <input type="text" value="D"/> <input type="text" value="M"/> <input type="text" value="M"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/> <input type="text" value="Y"/>

#### 3. Details of Verifying Firm

Full name of regulated firm	<input type="text"/>	<input type="text" value="Regulated firm's stamp"/>
Regulated firm web address	<input type="text"/>	
Jurisdiction	<input type="text"/>	
Name of regulator	<input type="text"/>	
Regulator reference number (if applicable)	<input type="text"/>	

#### 4. Explanatory Notes

- A separate confirmation must be completed for each customer (e.g. joint holders, trustee cases and joint life cases). Where a third party is involved, e.g. a payer of contributions who is different from the customer, the identity of that person must also be verified, and a confirmation provided.
- This form cannot be used to verify the identity of any customer that falls into one of the following categories:
  - those who are exempt from verification as being an existing client of the introducing firm prior to the adoption of our national legislation that implements the EU Money Laundering Directive; or
  - those whose identity has not been verified by virtue of the application of a permitted exemption under the EU Money Laundering Directive.
- This confirmation must carry an original signature, or electronic equivalent.

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