



CONSUMER IDENTIFICATION PROGRAM (CIP)

Approved Documents List — Individuals (customer/UBOs/signers)

If the individual provides one of the documents/IDs from Column A, then only the one is sufficient.

However, if the documents/IDs from Column A are not available, then the individual must provide EITHER:

- 2 documents/IDs from Column B; OR
- 1 document/ID from Column B AND 1 document/ID from Column C.

	Column A (Primary Type of Document)	Column B (Secondary Type of Document)	Column C (Supporting Document, must be dated within 60 days)
Proof of ID and/or Name	<ul style="list-style-type: none"> • Passport (current, unexpired) • Driver's License (current, unexpired) • U.S. Military ID (active or retired) • Permanent Resident Card (current, unexpired) • Consular Identification Card (current, unexpired) 	<ul style="list-style-type: none"> • Social Security Card • Birth Certificate • Official U.S. Military record of service • Marriage Certificate • Divorce Decree • State-Issued Permit or ID (current, unexpired) • State-Issued Benefit Card (current, unexpired) • U.S. Tax Form (most recent, within the last 2 years): <ul style="list-style-type: none"> – W-2, Form 1099, Form 5498, Form 1098 • Certificate of Citizenship or Naturalization • Medicare Card (A, J, H, M, or T) • Court Order for Legal Name Change 	<ul style="list-style-type: none"> • Utility Bill <ul style="list-style-type: none"> – Gas, electric, telephone, cable, etc. • Financial Record <ul style="list-style-type: none"> – Bank, 401k, or investment/brokerage statement • College/University Statement • Mortgage Statement • Life, Health, or Other Insurance Statement <ul style="list-style-type: none"> – Auto, Home, Boat, etc. – Medical Record: doctor, hospital, clinical • Pay Stub • Lease Agreement • Vehicle Registration Card • Voter's Registration Card
Proof of SSN	n/a	<ul style="list-style-type: none"> • Social Security Card • U.S. Tax Form (most recent, within the last 2 years): <ul style="list-style-type: none"> – W-2, Form 1099, Form 5498, Form 1098 	<ul style="list-style-type: none"> • Pay Stub (if the pay stub shows full SSN)
Proof of DOB	<ul style="list-style-type: none"> • Passport (current, unexpired) • Driver's License (current, unexpired) • U.S. Military ID (active or retired) • Permanent Resident Card (current, unexpired) • Consular Identification Card (current, unexpired) 	<ul style="list-style-type: none"> • State-Issued Permit or ID (current, unexpired, and if it shows the individual's DOB on it) • Birth Certificate • Official U.S. Military record of service (if it shows the individual's DOB on it) • Certificate of Citizenship or Naturalization (if it shows the individual's DOB on it) 	n/a
Proof of Address/Residence	<ul style="list-style-type: none"> • Driver's License (current, unexpired) • Consular Identification Card (current, unexpired) 	<ul style="list-style-type: none"> • State-Issued Permit or ID (current, unexpired, and if it shows the individual's address on it) • U.S. Tax Form (most recent, within the last 2 years): <ul style="list-style-type: none"> – W-2, Form 1099, Form 5498, Form 1098 	<ul style="list-style-type: none"> • Utility Bill <ul style="list-style-type: none"> – Gas, electric, telephone, cable, etc. • Financial Record <ul style="list-style-type: none"> – Bank, 401k, or investment/brokerage statement • College/University Statement • Mortgage Statement • Life, Health, or Other Insurance Statement <ul style="list-style-type: none"> – Auto, Home, Boat, etc. – Medical Record: doctor, hospital, clinical • Pay Stub • Lease Agreement (most current lease) • Vehicle Registration Card



CONSUMER IDENTIFICATION PROGRAM (CIP)
Approved Documents List — Legal Entities

	Proof of ID and/or Name	Proof of EIN/TIN	Proof of Address (Physical Address, no P.O. Box)
Primary Documents	<ul style="list-style-type: none"> • Filed Certificate of Incorporation, Articles of Incorporation, Certification of Formation, or other formation document • Fictitious Name Registration Form (filed) • Executed Partnership Agreement • Executed Operating Agreement • Executed Resolution of Authority or By Laws • Executed Trust Agreement or Certificate of Trust • Estate Papers • Business License • Certificate of Good Standing from a government entity • 501(c)(3) letter 	<ul style="list-style-type: none"> • SS-4 • IRS EIN Confirmation Letter (Letter 147(c)) or webpage • 501(c)(3) letter • 2 years of the Entity's Filed Tax Returns (recent and consecutive years) 	<ul style="list-style-type: none"> • SS-4 • IRS Letter 147(c) • 501(c)(3) letter • 2 years of the Entity's Filed Tax Returns (recent and consecutive years)
Secondary Documents	n/a	n/a	<ul style="list-style-type: none"> • Executed Lease Agreement (most recent lease) • Utility Bill: (dated within 60 days) <ul style="list-style-type: none"> – Water, gas, electric, telephone, cable, etc. • Financial Record: (dated within 60 days) <ul style="list-style-type: none"> – Bank or investment/brokerage statement • Insurance Statement (date within 60 days)