

# ID & Address Verification Quick Reference Guide

## Acceptable forms of identification and address verification

Please provide proof of identification and proof of address with your completed application. Please see below for acceptable documents:

- Fully certified ID and proof of address to be provided by the solicitor which must comply with the AML/CTF Act. Specifically, the Lender requires that the certification be no more than 3 months from the presentation of the signed documents, be certified by the solicitor or JP and each certified document to be dated as at the time of witnessing.

## Identification

Please choose from one of the sets below for evidence of your identification:

1 FORM OF ID REQUIRED	OR	1 FORM OF PRIMARY NON-PHOTO ID	OR	A NEW ZEALAND DRIVER LICENCE
<ul style="list-style-type: none"> <li>♦ New Zealand passport</li> <li>♦ New Zealand certificate of identity</li> <li>♦ New Zealand refugee travel documentation</li> <li>♦ Emergency travel document</li> <li>♦ New Zealand firearms licence</li> <li>♦ Signed overseas passport</li> <li>♦ National ID card</li> </ul>		<ul style="list-style-type: none"> <li>♦ New Zealand full birth certificate</li> <li>♦ Certificate of New Zealand citizenship</li> <li>♦ Overseas citizenship certificate</li> <li>♦ Overseas birth certificate</li> </ul> <p><b>AND</b></p>		<p><b>AND one of:</b></p> <ul style="list-style-type: none"> <li>♦ New Zealand Defence photo ID</li> <li>♦ Police photo ID</li> <li>♦ SuperGold card</li> <li>♦ Bank statement issued by a registered bank within the last 12 months with your full legal name on it</li> <li>♦ A statement or document issued by a Central Government Agency or Crown entity addressed to the customer within the last 12 months</li> <li>♦ An embossed credit card</li> </ul>
		<p><b>1 FORM OF SECONDARY PHOTO ID</b></p> <ul style="list-style-type: none"> <li>♦ New Zealand drivers licence</li> <li>♦ New Zealand Defence photo ID</li> <li>♦ Police photo ID</li> <li>♦ 18+ Card or Kiwi access card</li> <li>♦ International driving permit</li> </ul>		



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### Address Verification


Please provide one of the below acceptable forms of proof of address. Document must be dated within the last 6 months and show the customer's residential address.

- Utility bill
- Bank account statement
- Non-bank financial institution statement
- Central Government Agency document
- Local council / Government letter
- Signed rental tenancy agreement
- Electronic white pages
- Electronic yellow pages
- Electoral roll papers
- Insurance policy document
- Car registration notification / demand
- Educational institution letter from education facility, must be on letterhead paper and signed by person in authority confirming residential address

All new loan documentation is signed in the presence of a lawyer/solicitor who has to verify the client's identity in order to meet the requirements of Land Information New Zealand (LINZ) when registering the mortgage. To satisfy the Supervisor's requirements to demonstrate that certification occurred, the Solicitors must sight the original document; and


- make a statement to the effect that the documents provided are a true copy of and represent the identity of the named individual.
- certification must include the name, signature, and the date of certification.
- the trusted referee must specify their capacity to act as a trusted referee.
- certification must have been carried out in the three months preceding the presentation of the copied documents.

## GET IN TOUCH

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