

ACCEPTABLE FORMS OF IDENTIFICATION AND ADDRESS VERIFICATION

Please provide proof of identification **and** address verification with your completed application. Please see below for acceptable forms. Please choose one of the **identification** sets below. New customers will require one of these forms to open new accounts.

ONE FORM OF ID REQUIRED

- New Zealand Passport**
- New Zealand Certificate of Identity
- New Zealand Refugee Travel documentation
- Emergency travel document
- New Zealand Firearms licence
- Overseas Passport**
- National ID Card
- SuperGold Card with photo

All identity documents will be accepted if sighted by a Heartland staff member/agent or certified as per the certification section below.

Heartland Bank may complete online passport, NZ Driver's Licence and other identity document verification through Equifax/NZTA or similar provider. If the online verification is unsuccessful we will contact you to request further identification.

**Photo and signature pages of passport required

OR

ONE FORM OF PRIMARY NON-PHOTO ID

- New Zealand full birth certificate
- Certificate of New Zealand citizenship
- Overseas citizenship certificate
- Overseas birth certificate

AND

One form of secondary photo ID:

- New Zealand driver licence
- 18+ Card
- Valid and current international driving permit/licence

All identity documents will be accepted if sighted by a Heartland staff member/agent or certified as per the certification section below.

Heartland Bank may complete online passport, NZ Driver's Licence and other identity document verification through Equifax/NZTA or similar provider. If the online verification is unsuccessful we will contact you to request further identification.

OR

NEW ZEALAND DRIVER LICENCE

AND

One of:

- Credit Card/Debit Card/EFTPOS Card from a New Zealand registered bank
- SuperGold Card
- Community Services Card
- NZ Bank statement issued within the last 12 months
- Government statement issued within the last 12 months
- New Zealand full birth certificate

All identity documents will be accepted if sighted by a Heartland staff member/agent or certified as per the certification section below.

Heartland Bank may complete online passport, NZ Driver's Licence and other identity document verification through Equifax/NZTA or similar provider. If the online verification is unsuccessful we will contact you to request further identification.

CERTIFICATION

IF THE ID DOCUMENTS PROVIDED HAVE NOT BEEN ONLINE VERIFIED OR SIGHTED BY HEARTLAND BANK STAFF/ AUTHORISED AGENT, THEY WILL NEED TO BE CERTIFIED BY ONE OF THE FOLLOWING:

- Justice of the Peace
- Registered medical doctor
- Police employee (Constable or above)
- Registered Teacher
- Lawyer/Solicitor
- Notary Public
- NZ Honorary Consul
- Member of Parliament
- Chartered Accountant

Note:

- The Certifier must NOT be related to the customer, be a spouse or partner of the customer, or live at the same address as the customer, or be a party to the account.
- Certification must include the name, occupation and signature of the Certifier as well as the date of certification.
- The Certifier must sight the original documentary identification, and make a statement to the effect that the documents provided are a true copy and represent the identity of the customer.
- Certification must have been carried out within the three months preceding presentation of the copied documents.

Please choose one of the acceptable forms of **address verification** below. All forms must be from within the last twelve months. New customers will require one of these forms to open new accounts.

PROOF OF RESIDENTIAL ADDRESS

ONE ACCEPTABLE PROOF OF RESIDENTIAL ADDRESS LESS THAN 12 MONTHS OLD

Note: Sighting or certification is not required

- Utility bill or rates bill (includes Sky TV or mobile phone bill)
- Car registration notification
- Local council notification
- Electoral roll papers
- Residential tenancy agreement
- Electronic Yellow Pages
- Electronic White Pages
- Bank account statement or Bank correspondence
- Non-bank New Zealand financial institution statement or correspondence
- Government issued document
- Companies Office records
- Court document
- Rest/Retirement Home statement or correspondence

For a Company/Partnership/Trust we require:

- A Certificate of Incorporation/Partnership Agreement/Trust Deed AND
- Personal identification for each director, each trustee, each partner, each shareholder with more than 25% holding and any person who can act on behalf of the customer as for Individual Applicant AND
- in relation to Trusts, evidence of source of funds/wealth

For Trading Name/Partnership (without Partnership Agreement) Partnerships existence must be confirmed by either a set of financial accounts, bank statement or IRD confirmation