

**Customer Identification Program (CIP) Approved List  
Individual Customer/Owner/Signatory**

Document Type	Primary "A" Government Issued Photo ID	Secondary "B" Government Issued Non-Photo ID	Supporting "C" Non-Government Supporting Documents
<b>Proof of ID and/or Name</b>	<ul style="list-style-type: none"> <li>Driver's License (current, unexpired)</li> <li>Passport/Passport Card (current, unexpired)</li> <li>US Military ID Card</li> <li>Permanent Resident Card</li> <li>Federal or State Issued Identification Card with photo (current, unexpired)</li> </ul>	<ul style="list-style-type: none"> <li>Federal or State Issued Identification Card without photo (current, unexpired)</li> <li>Social Security Card – issued by Social Security Administration (DHS "Work Only" authorization accepted)</li> <li>Medicare Card – with suffix A, J, H, M, or T</li> <li>Marriage Certificate</li> <li>Divorce Decree</li> <li>Military Service Record – DD214</li> <li>I-766 - Employment Authorization Card</li> <li>W-8BEN, Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding *NRA Document</li> </ul>	<b>N/A</b>
<b>Proof of Date of Birth</b>	<ul style="list-style-type: none"> <li>Driver's License (current, unexpired)</li> <li>Passport/Passport Card (current, unexpired)</li> <li>Permanent Resident Card</li> <li>Federal or State Issued Identification Card with photo (current, unexpired)</li> </ul>	<ul style="list-style-type: none"> <li>Federal or State Issued Identification Card without photo (current, unexpired)</li> <li>Birth Certificate</li> <li>Certificate of Citizenship or Naturalization Certificate</li> <li>Adoption Record</li> <li>I-766 – Employment Authorization</li> </ul>	<b>N/A</b>
<b>Proof of Social Security Number (SSN)</b>	<b>N/A</b>	<ul style="list-style-type: none"> <li>Social Security Card – issued by Social Security Administration (DHS "Work Only" authorization accepted)</li> <li>Social Security Benefits Award Letter</li> <li>Paystub dated within past 30-days only if it reflects full SSN</li> <li>Acceptable dated within 5 years (must reflect full SSN)               <ul style="list-style-type: none"> <li>IRS Form W-2</li> <li>IRS Form 1099</li> <li>IRS Form 5498</li> <li>IRS Form 1098</li> </ul> </li> </ul>	<b>N/A</b>
<b>Proof of Residence</b>	<ul style="list-style-type: none"> <li>Driver's License (current, unexpired)</li> <li>Federal or State Issued Identification Card with photo (current, unexpired)</li> </ul>	<ul style="list-style-type: none"> <li>Federal or State Issued Identification Card without photo (current, unexpired)</li> <li>Acceptable dated within 5 years (last 4 digits of SSN is acceptable)               <ul style="list-style-type: none"> <li>IRS Form W-2</li> <li>IRS Form 1099</li> <li>IRS Form 5498</li> <li>IRS Form 1098</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Lease Agreement (Negotiated within the past 12 months; or month to month negotiated within the past 6 months)</li> <li>Vehicle Registration Card (current, unexpired)</li> <li>Voter Registration Card (another form of documentary evidence is required to support this document)</li> <li>Bill/Statement – generated within past 60 days (unless quarterly statement, then most recent)               <ul style="list-style-type: none"> <li>Utility Bill (e.g., home phone, mobile phone, cable, water, sewer, electric, gas, or oil)</li> <li>Pay Stub/Voucher (last 4 digits of SSN is acceptable)</li> <li>Bank Statement/Credit Card Statement</li> <li>E-Z Pass Account Statement</li> <li>Insurance Statement (e.g., home, auto, health insurance)</li> <li>Investment Statement</li> <li>Mortgage Statement</li> </ul> </li> <li>For College/University Students Only:               <ul style="list-style-type: none"> <li>Tuition Statement</li> <li>Other Bill from College/University</li> <li>Dormitory Assignment</li> </ul> </li> </ul>

**For Proof of Social Security Number (SSN) – One "B" document is required along with one additional document from anywhere in column "A" or "C".**

**For Proof of Residence - If a Primary document is not available, or the information does not completely match the application information then:**

- Two Secondary IDs are acceptable – OR – one Secondary and one Supporting ID (when applicable)**

**If documentation is outdated, appears fraudulent or is otherwise invalid, it will be unacceptable.**

**\*Not all affinities allow a "Work Only SSN" and NRA Document W-8BEN**

**Customer Identification Program (CIP) Approved  
Legal Entities (Business/Trust)**

Document Type	Proof of ID and/or Name	Proof of Employer Identification Number (EIN)	Proof of Address
<b>Primary</b>	<ul style="list-style-type: none"> <li>• Corporate Resolution</li> <li>• Articles of Incorporation</li> <li>• Operating Agreement</li> <li>• Fictitious Name Registration</li> <li>• Partnership Agreement</li> <li>• Trust Instrument</li> <li>• Estate Papers</li> <li>• Business License</li> <li>• Certificate of Good Standing from a government entity</li> </ul>	<ul style="list-style-type: none"> <li>• 501(C) 3 Letter</li> <li>• EIN Assignment Letter</li> </ul> <p>Dated within the last 5 years with full SSN:</p> <ul style="list-style-type: none"> <li>• IRS Tax Form W2</li> <li>• Tax Form 1099</li> <li>• Tax Form 5498</li> </ul>	<ul style="list-style-type: none"> <li>• Executed Lease Agreement</li> <li>• Bill/Statement, generated within the past 60 days (unless a quarterly statement, then most recent)               <ul style="list-style-type: none"> <li>◦ Utility Bill (phone, cable, water, sewer, electric, gas, oil)</li> <li>◦ Bank/Investment Statement</li> <li>◦ Insurance Statement</li> <li>◦ Mortgage Statement</li> </ul> </li> </ul>