

Entity Document Requirements:

The below documents, issued in the entity's name, are required:

- Entity Certification.** (Download the form)
- Entity Questionnaire.** (Download the form)
- Business Registration Document**
 - ___ For Partnerships, the Partnership Agreement.
 - ___ For Trusts, the Trust Instrument.
 - ___ For Companies and other corporate entities, the Certificate of Incorporation, Certified Articles of Incorporation, Certificate of Formation or Articles of Organization.
- Entity Address:** *One document confirming the address for the entity, such as:*
 - ___ Utility Bill (name the utility): _____
 - ___ Bank Statement (name the bank): _____
 - ___ Other (please specify): _____

Please note that we require a document dated within three months and confirms the physical address of the entity (we cannot accept P.O. Boxes).

Authorized Rep, Owner, and Director Document Requirements:

Please note that the below is required for all shareholders with 25% or more beneficial interest and two directors.

- Photo ID:** *One piece of valid government-issued photo identification such as:*
 - ___ Passport _____
 - ___ Driver's License _____
 - ___ Other Government Photo ID (please specify) _____

The identification number, date of issue and expiry date must be clearly visible.

- Address Confirmation:** *One document confirming the personal residential address, such as:*
 - ___ Utility Bill (name the utility): _____
 - ___ Bank Statement (name the bank): _____
 - ___ Other (please specify): _____

Please be aware: If the photo identification has the individual's current residential/physical address a second document confirming address is not required. Again we cannot accept P.O. Box addresses.