

## Individual Identity Verification Form

\*These fields must be completed

(A separate form must be completed for each individual)

This form can be completed on-screen by typing content directly into the PDF document. Once you have completed the applicable sections please print and ensure the declaration is completed and signed if required.

Please send this form and supporting documents to the address above.

Please note that anyone acting on your behalf (e.g. under Power of Attorney) must complete a separate 'Acting on behalf of' identity verification form.

Resolution Life product name (required)

Resolution Life policy/portfolio number (if known)

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### (a) Your personal details

Title

Mr  Mrs  Ms  Miss  Dr  Other

\*Date of birth

D	D	M	M	Y	Y	Y	Y
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\*First names

\*Surname

Organisation (where applicable)

\*Residential address

<input type="text"/>	
<input type="text"/>	Postcode

\*Postal address

<input type="text"/>	
<input type="text"/>	Postcode

\*Please provide at least one contact number

Home phone

Work phone

Mobile phone

\*Email address

## (b) \*Provide your identification to verify your identity and address

Please complete Option 1 in the table below and attach copies of the requested document (please tick which document you are providing).  
If you **cannot provide a document from Option 1, then complete Option 2 or 3.**

<b>Option 1</b> ONE document from this section	
<input type="checkbox"/> NZ passport (Identity page)	<input type="checkbox"/> NZ firearms licence
<input type="checkbox"/> Overseas passport (Identity page)	<input type="checkbox"/> NZ certificate of Identity

<b>Option 2</b> <input type="checkbox"/> NZ Driver's Licence <b>PLUS</b> (ONE of the of the documents from this section)	
<input type="checkbox"/> Super Gold card	<input type="checkbox"/> NZ full birth certificate/Birth certificate issued by foreign government
<input type="checkbox"/> NZ citizenship certificate/Citizenship certificate issued by foreign government	<input type="checkbox"/> Bank statement or IRD statement issued in your name in the last six months

<b>Option 3</b> <input type="checkbox"/> 18+ identity card <b>PLUS</b> (ONE of the documents from this section)	
<input type="checkbox"/> NZ full birth certificate/Birth certificate issued by foreign government	<input type="checkbox"/> NZ citizenship certificate/Citizenship certificate issued by foreign government

**IMPORTANT:** If you are providing previously certified identity documents, please ensure the documents have been certified not more than three months prior. Please attach only the certified photocopies of the original documents to this form.

### Proof of address

As well as providing your identity documents you must also supply proof of your address. Tick one document option from this section.  
The document you supply needs to be addressed to you, and show the residential address detailed in section (a) and dated within the last 6 months.

Letter or invoice from utility company    Bank statement    Letter from government agency (e.g. Inland Revenue, rates bill)

Please see section (c) **Certify or verify your documents** on the next page.

**(c) \*Certify or verify your documents**

Your documents can be certified by a trusted referee (use the first section below for certifying documents in New Zealand or use the second section below for certifying documents overseas), or verified by an Adviser/ Resolution Life employee acting as an agent of Resolution Life (use the third section below). If you are having documents certified outside New Zealand, your trusted referee must be a person who is authorised to take statutory declarations under the laws of the overseas country, state or territory where the documents are being certified. For more guidance on who can act as a trusted referee overseas, please contact your Adviser or Resolution Life.

**DECLARATION BY TRUSTED REFEREE (CERTIFYING IN NEW ZEALAND)**

I,  confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement are true copies of those documents **initialled and dated** by me.
- 2. The documents that have been provided represent the identity of the person named in section (a) of this form.
- 3. I am a (tick one of the following)

- New Zealand Lawyer
- Justice of the Peace
- Notary Public
- Registered Medical Doctor
- Chartered Accountant
- Police Constable
- Registered Teacher
- Kaumātua
- Member of Parliament
- Minister of Religion
- Commonwealth Representative
- NZ Honorary Consul
- Fellow of the New Zealand Institute of Legal Executives acting in the employment of a lawyer
- Registrar or Deputy Registrar of the High Court or a District Court

- 4. I am not related to and do not live at the same address as the person named in section (a) of this form.

**Signature of trusted referee**

**Dated**

**OR**

**DECLARATION BY TRUSTED REFEREE (CERTIFYING OUTSIDE NEW ZEALAND)**

I,  confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement are true copies of those documents **initialled and dated** by me.
- 2. The documents that have been provided represent the identity of the person named in section (a) of this form.
- 3. I am a
- 4. In this capacity, I am authorised to take statutory declarations under the laws of
- 5. I am not related to and do not live at the same address as the person named in section (a) of this form.

**Signature of trusted referee**

**Dated**

**OR**

**DECLARATION BY ADVISER/RESOLUTION LIFE EMPLOYEE (AS AGENT OF RESOLUTION LIFE)**

I,   confirm that

- 1. I have sighted today the original of each document identified with a tick in section (b) above verifying the identity and address of the person named in section (a) of this form, and attached to this statement, are true copies of those documents **initialled and dated** by me.
- 2. I have no reason to believe that this person is not who he/she claims to be.
- 3. Resolution Life has authorised me to be its agent to conduct customer due diligence procedures and obtain any information required for customer due diligence under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009 and I acknowledge that Resolution Life is relying on me to perform those functions for it.
- 4. I am not related to and do not live at the same address as the person named in section (a) of this form.

**Signature of Adviser**

**Dated**