

Dual Process Identification

Identification – Individuals

Account # (if available)

Instructions for Virtual/Not In Person/In Person without adequate photo identification

- Oaken Financial requires 2 current, independent and reliable documents from the current List of Acceptable identification documents to confirm the name and address, and name and date of birth or name and account information of a non-registered account held at a regulated Canadian financial institution.
- If there are more than 2 individuals being identified for the account, please complete and sign a separate form for the additional individuals.
- All individual clients: Account Holder, Joint Account Holder, Applicant, Co-Applicant, Alternate payee, Cardholder, Depositor, Executor, Trustee, Guarantor (as applicable), those holding Power of Attorney, and the Signing Officers of an entity applicant must be identified.

Source 1: Confirming one of the following pieces of information to that provided above.

- ☐ Name and address
- ☐ Name and date of birth
- ☐ Name and confirmation of account

Document information	Client 1	Client 2
Source and document type		
Account or reference number (if applicable)		
Date of verification (MM/DD/YY)		

Source 2: Confirming one of the following pieces of information to that provided above.

(Cannot confirm the same information as Source 1 and cannot use the same document to confirm another piece of information)

- ☐ Name and address
- ☐ Name and date of birth
- ☐ Name and confirmation of account

Document information	Client 1	Client 2
Source and document type		
Account or reference number (if applicable)		
Date of verification (MM/DD/YY)		

For internal use only

I certify that I have personally met with the Account Holder listed above and have viewed two original, valid and current documents or information from independent and reliable sources.

REPRESENTATIVE NAME	REPRESENTATIVE SIGNATURE	VERIFICATION DATE (MM/DD/YY)