

Verification of identification documents on behalf of BMO Nesbitt Burns

The PCMLTFA stipulates that as an institution BMO Nesbitt Burns is obligated to establish and meet record-keeping and client identification requirements in order to support the investigation and prosecution of money laundering offences. It is a legal requirement that there be no transactions in a new account, other than an initial deposit, if the anti-money laundering identity verification process has not been fully completed.

▶ Name of individual whose identity is being verified	▶ Reference/Account #
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Agent attestation

▶ Agent attestation

Your role as an Agent on behalf of BMO Nesbitt Burns is to:

- Ascertain the identity of the individual by personally meeting face to face with the individual and examine a valid and acceptable government issued identification document (see below list);
- Make a legible and complete true photocopy of the documents reviewed (front & back, as applicable);
- Print your name, sign and date the photocopy evidencing your verification of the identity of the individual;
- Include the words "Verified with Original" with your signature on the photocopy;
- Return the form and photocopy of ID to BMO Nesbitt Burns at the address below; AND
- Ensure that there is no doubt or suspicion as to the validity of the identity of the individual

Doubts about information collected

In any of the following situations, identify verification is to be considered "unreliable" and the individual's identity must be verified again:

- If there is any doubt about identity documentation that has previously been collected for identify verification purposes;
- If there is any doubt as to the credibility of the verification, the identity verification should not be relied upon.

For a document to be acceptable for **Primary photo identification** purposes it must:

- Have a unique identifier number;
- Be issued by a provincial, territorial or federal government;
- Include the client's photograph; and
- Be valid and not expired.

List of acceptable forms of **Primary photo identification** (list is not exhaustive):


- Canadian passport
- Canadian driver's license
- Permanent resident card
- Canadian citizenship card
- Certificate of Indian status Card
- Canadian Forces ID card issued by Dept. of National Defence
- Provincial/Territorial government issued ID with a unique identifier number
 - Alberta Photo ID Card
 - British Columbia ID Card
 - Newfoundland & Labrador Photo ID card
 - Nova Scotia Photo ID card
 - PEI Voluntary ID
 - Saskatchewan Mandatory Photo ID
 - Provincial Health card (excluding ON, MB, PEI)

Foreign identification must be the equivalent to an acceptable Canadian identification document

List of **unacceptable** forms of Primary Identification:

- A birth or baptismal certificate issued by a church
- An identification card issued by an employer
- A student card issued by a school
- Health cards (for ON, MB and PEI residents)

As agent acting on behalf of BMO Nesbitt Burns, we attest that the attached photocopied document is a true copy of the original document and I have verified the identity of the individual named above.

BMO Financial Group employee name	Branch Transit
Agent signature 	Date (DD/MMM/YYYY)

▶ An original of this Form along with a photocopy of the verified identity document must be forwarded to BMO Nesbitt Burns at the address noted below:

BMO SmartFolio
 BMO Nesbitt Burns
 First Canadian Place
 100 King St. W., Floor B1,
 Toronto, Ontario M5X 1H3

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