

# Electronic identity and address verification

EIAV -09.11.2016

To meet the requirements under the Anti-Money Laundering and Countering Financing of Terrorism Act 2009, we must verify your identity and residential address. One option is to try and do this electronically, but we need your consent. Note, not everyone can be verified electronically. As an alternative to completing this form, you can call us on 0800 27 87 37 between 8am and 6pm.

If you want us to try to electronically verify your details, please tick the box below and provide the information required:

I wish that my identity and address is verified electronically, and I authorise SuperLife to undertake this.

<b>Name</b>	<input type="text"/> First name	<input type="text"/> Middle name(s)	<input type="text"/> Last name
<b>Date of birth</b>	<input type="text"/> (dd/mm/yyyy)		
<b>Address</b>	<input type="text"/>		
<b>Country of citizenship</b>	<input type="text"/>	<b>Vehicle Registration number</b> (if applicable)	<input type="text"/> Number plate Only include the plate number if the vehicle is registered in your name.

## Identity verification method

Complete details for at least **one** of the following:

- NZ Drivers licence**

<input type="text"/> NZ Drivers Licence number - The number is printed on your licence under the note '5a'	<input type="text"/> Card version - The version is printed on your licence under the note '5b'
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- NZ Passport**

<input type="text"/> NZ Passport number - Make sure your name entered at the top of the form exactly matches the name shown on your passport, including middle name(s)	<input type="text"/> Passport expiry date
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- NZ Birth certificate**

<input type="text"/> NZ Birth certificate number - Make sure the name entered at the top of the form is your current official name, including middle name(s)	
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- NZ Citizenship**

<input type="text"/> NZ citizenship number- Make sure the Country of Birth, and your name entered above, exactly match the details shown on the Citizenship Certificate, including middle name(s)	<input type="text"/> Country of birth
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Signed \_\_\_\_\_

Date (dd/mm/yyyy) \_\_\_\_\_

Please return the completed form to SuperLife at [superlife@superlife.co.nz](mailto:superlife@superlife.co.nz) or post to us at P.O. Box 105262, Auckland 1143.

## Identity and address verification

November 2016

We are required by law to verify the identity and confirm the residential address of each member of SuperLife. We must have this verification on our files before we can process any withdrawal. We can complete this verification electronically for most people. Please phone us on 0800 27 87 37 to see if this is possible for you. Alternatively, we ask you to provide the following documents:

### Proof of residential address

Please provide us one of the approved documents (Box 1) that show your name and residential address. The document needs to be legible, less than 12 months old and for the address you currently reside. If you change address, please update your address in the same way. You may send to us by email attachment, fax or post. Copies are acceptable and do not require certification by a trusted referee.

### Box 1 – Approved documents for your residential address include:

A utility bill (e.g a power, water or telephone bill), a NZ bank statement, any mail addressed to you by a NZ government agency, a letter from your employer on their letterhead, or a tenancy agreement. Should none of these be available, please call us to discuss alternative options.

### To verify your identity

To verify your identity you have three options (a, b or c) – choose one:

(a)	(b)	(c)
<b>Your passport</b>	<b>Your NZ driver's licence</b>	<b>Any one of:</b>
<b>or</b>	<b>plus</b>	<b>plus</b>
<b>Any one of:</b> <ul style="list-style-type: none"> <li>Your passport</li> <li>NZ certificate of identity</li> <li>NZ refugee travel document</li> <li>Emergency travel document</li> <li>NZ firearms licence</li> <li>National ID card (if it has your signature or other relevant biometric information)</li> </ul>	<b>Any one of:</b> <ul style="list-style-type: none"> <li>Debit or Credit card</li> <li>Eftpos card</li> <li>Bank statement issued by a registered bank</li> <li>SuperGold card</li> <li>NZ Defence photo ID</li> <li>Police photo ID</li> <li>Community services card</li> <li>Full birth certificate</li> <li>Certificate of citizenship</li> </ul>	<ul style="list-style-type: none"> <li><b>Your full birth certificate</b></li> <li><b>Certificate of citizenship</b></li> </ul> <b>plus</b> <b>Any one of:</b> <ul style="list-style-type: none"> <li>NZ defence photo ID</li> <li>Police photo ID</li> <li>18+ card</li> <li>International driving permit</li> <li>SuperGold card</li> </ul>

### Children

Note: for children joining SuperLife, the identity verification rules apply to both parents/guardians who sign the membership form. In addition, we require a birth certificate of the child or a statutory declaration from the parents/guardians declaring their relationship to the child.

### Get your identity documents verified

Your documents must be sighted and verified. Our SuperLife customer service team can do this for you. Alternatively, ask one of the people listed in box 2.

The person verifying your documents must sight the original document(s) and make a statement on a photocopy of those document(s) that *"these documents are a true copy of the originals and verify the identity of (your name)*. They must date the certification and include their name, occupation, phone number and signature. **The verification must have been done within the 3 months prior to you sending us the copy of the documents.**

### Box 2 - People who can verify your documents

A sworn NZ police officer, Justice of the Peace, registered medical doctor, kaumātua, registered teacher, minister of religion, lawyer, notary public, a court registrar or deputy registrar, NZ Honorary Consul, Member of Parliament, NZ chartered accountant or commonwealth representative.

A family member or close relative or anyone you reside with, cannot verify your documents.

**Post your certified documents to us. We must receive the actual certified copy of the originals.**