

Identity Verification Checklist



Select your certified documentation option

This checklist outlines what documentation is required to meet identification requirements. If you are providing paraloan with a certified copy of an identification document, please ensure it is certified by a person listed below.

Option 1

One of the following Primary photo forms of ID

- New Zealand Passport
- New Zealand Firearms License
- Overseas Passport

Option 2

One of the following Primary non-photo forms of ID

- New Zealand Full Birth Certificate
- New Zealand Certificate of Citizenship
- Overseas Birth Certificate

In combination with One secondary or supporting form of photographic Identification

- New Zealand Driver Licence
- 18+ Card
- New Zealand Defence Photo ID
- International Driving Permit

Option 3

- New Zealand Driver Licence

One of the following Primary non-photo forms of ID

- Debit or EFTPOS card containing your name and signature
- Bank statement issued by a registered bank in the last 12 months
- SuperGold Card
- A statement issued by a government agency e.g. IRD within the last 12 months

And, one of the following forms of acceptable address verification

- Bank account statement
- Rental tenancy agreement
- Legal document
- Rates bill
- Utility bill
- Government Department document

All certified copies must include the date, name, telephone number, specify their capacity to act as a trusted referee and signature of the person (Trusted Referee) certifying the document. The trusted referee must sight the original documentary identification, and make a statement to the effect that the documents provided are a true copy and represent the identity of the named individual. It must be presented within 3 months of certification.

Trusted Referee must be a:

- A member of the Police
- Lawyer
- Justice of the Peace
- Registered Medical Doctor (GP)
- Notary Public
- Registered Chartered Accountant
- Register Teacher
- Minister of religion
- Kaumatua

NB: The Trusted referee is at least 16 years old, is not your spouse or partner, is not related to you, does not live at the same address as you, is not involved in the business or transaction requiring certification.

NOTE: If your ID documentation is overseas document(s) or is based on your driver license please also include verified evidence of New Zealand citizenship or permanent New Zealand residency.

Should you have any questions please phone *paraloan* on 03 3795983 or email: paraloan@xtra.co.nz

Post certified documents to Paraloan PO Box 32 074 Linwood Christchurch 8147