

NEW INDIVIDUAL ACCOUNTS CUSTOMER DUE DILIGENCE

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These items should be collected for new individual accounts in order to begin due diligence and assess a risk level.

ITEM	COMPLETE?	DATE OF COMPLETION	NOTES
Full name, including any aliases			
Residential and mailing address, contact numbers, email addresses			
Place of birth, date of birth			
Gender			
Marital status			
Nationality			
Race			
Government issued photo ID or passport			
Tax bills			
A utility bill to prove address			
Government-issued identification number			
Government-issued tax identification number			
Occupation			
Specimen signature			
Parental consent form (if the individual is a minor)			

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