

RSP Loan documentation requirements

Documentation

For all RSP Loans

Completed and signed B2B Bank RSP Loan Application	✓
Void cheque from a personal account imprinted with the applicants name. Bank Teller stamp required for pre-authorized debit slip dated within 3 months	✓
Proof of assets (upon request)	✓
Proof of income	
Salaried income	
▪ Recent pay stub or Notice of Assessment	
Commissioned income	Required for registered savings plan loan amounts greater than the maximum RRSP deduction limit for the current year, <u>or</u> loans with a term longer than 2 years.
▪ Last two years' Notice of Assessment	
Self-employed income	
▪ Last two years' Notice of Assessment and Financial Statements	
Letter of Direction (if paying out another financial institution.)	✓

NOTE: Additional documentation may be requested at the discretion of B2B Bank.

Personal identification requirements checklist

Details of **two** pieces of **valid** identification are required for each applicant for **personal** accounts.

Each application must clearly indicate the ID type, unique ID number, expiration date, ID Place of issue (jurisdiction), Issuing authority, Issuing country, Verification date, and the Date of issue of the document (if applicable).

When a new account is being opened, details of the following are required:

- One piece of Type 1 Documentation and one piece of Type 2 Documentation
- OR**
- Two pieces of Type 1 Documentation

Type 1 Documentation

- Driver's Licence issued in Canada
- Passport
- Certificate of Indian Status - issued by Government of Canada
- Canadian Permanent Residence Card
- Quebec Health Card (with photo ID and expiration date)
- Identification Card - issued by the Province (not available in Quebec)

[Note: Health Cards in Quebec must be offered by clients - they cannot be requested]

Type 2 Documentation

- Certificate of Canadian Citizenship or Naturalization
- Provincial Health Card (without photo ID and/or expiry date)
- Birth Certificate - issued in Canada only (by the Government, Church issue not accepted)
- Social Insurance Card - issued by Government of Canada
- Major Credit Card (bearing the name of the applicant and their signature)
- College/University Student ID Card (bearing the name of the applicant, signature and photograph)
- Firearms Licence - issued federally with photo ID
- NEXUS Card (bearing the applicant's name, passport number and photograph)
- CNIB Card
- Canadian Forces Identification Card (bearing individuals name, photo and expiration date)

[Note: Health Cards are not acceptable identification for Manitoba, Ontario, Nova Scotia or Prince Edward Island]