



# Overseas ID/Documents certification

Tonga Development Bank, PO Box 126, Nuku'alofa, Tonga

## 1. Types of identification combinations required

Acceptable forms of primary photo ID\*:

- Passport
- Driver's license

OR

One form of primary non-photo ID

- Birth certificate
- Certificate of Tonga citizenship

PLUS

One form of secondary photo ID\*

- Driver licence
- Student photo ID
- Employee ID
- Lawyers certified photo as true likeness

ALSO

One of the following proof of residential address No more than 6 months old:

- Utilities bill
- Bank statement
- Employment agreement (no more than three months old)

\* Must be no more than 6 months expired

## 2. Acceptable certifiers

The certifier must not be a parent, brother, sister, aunt, uncle, cousin, spouse, partner or live at the same address as the customer/counter parties. The certifier must not be involved in the transaction or business requiring the certification

- |   |                          |
|---|--------------------------|
| 1. Commonwealth representative<br>This includes Ambassador, High Commissioner, Commissioner, Public Minister, Counsellor, Charge d'Affaires, Head of Mission, Consular Officer, Consul Pro-Consul, Trade Commissioner (or anyone lawfully acting on behalf of Parliamentary of the above) | 2. Lawyer                |
|   | 3. Notary                |
|   | 4. Honorary              |
|   | 5. Justice of Peace (JP) |

## 3. Details of what is required of the customer/counter parties and of the certifier

Required of the customer

- Take original of appropriate form(s) of identification and documents/address, as well as copies of each, to the certifier.
- Ensure the certifier stamps, signs, puts their occupation, and dates each copy.
- Ensure the certifier completes the contact details section below.
- Post the copy(s) and the certification document back to TDB representative.
- Certification must have been carried out in the three months preceding the presentation of copied documents to TDB.

Required of the certifier

- Review and sight both the original and copy
- If satisfied that the copy is a true copy, stamp, sign, put your occupation, and date each copy. For photo ID, confirm it is a true likeness Complete contact details below.
- If any document is in a language other than English, please provide a translation to English.
- Name the individual(s) being certified below

## 4. Certifier contact details

Name of individual you are certifying		Email address	
Name of Certifier		<b>Contact numbers</b>	
Occupation		<b>Home</b>	[    ]
Position title		<b>Mobile</b>	[    ]
Organisation		<b>Work</b>	[    ]
Address		<b>Date of completion</b>	
Suburb		D	D
Town/City		M	M
Postcode		Y	Y
		Y	Y