



Toledo Teachers Credit Union LTD.

Queen Street, Punta Gorda Town, Post Office Box 95
Toledo District, Belize C.A.

www.ttcupg.org

Re: Returns Document Form

When a prospective member or an existing member trying to update his or her account fails to provide proof of occupancy due to, for instance, their utility bill being in someone else's name, it is the responsibility of the member to ensure that the person's name on the bill, confirms the proof of occupancy.

Therefore, the person whose name is on the bill is to fill out and sign the appropriate form provided by TTCU and provide a type of relevant identification (Passport copy, Social Security Card, Driver's License, Voter's ID etc.).

If the member cannot readily provide a copy of this person's identification, they should advise the Credit Union as to a date when such documentation will be brought in **(Account Opening/Updating will not proceed without these documents)**.

If the member cannot readily provide a copy of the relevant identification for the Designated Beneficiary/s at the time of Account opening/updating, a date should also be provided for the bringing in of such ID.

I. Missing copy of ID for an Individual whose name appears on Utility Bill **(Account Opening/Updating will not proceed without these documents)**.

Member (Opening/Updating) agrees to bring in by _____
DD/MM/YY

II. Missing copy of ID for Designated Beneficiary/s.

Member (Opening/Updating) agrees to bring in by _____
DD/MM/YY

III. Missing copy of recent job letter (no older than 30 days).

Member (Opening/Updating) agrees to bring in by _____
DD/MM/YY

Account Professional: _____

Signature

Member Name _____

Signature: _____

Date: _____