

## Here are some hints to help you with this process:

- The documents need to be from different categories. Example, one document from **Category 1** and one document from **Category 2 or 3**.
- IDs must be current / valid (not expired).
- Any bills or statements provided should not be older than 6 months.
- The address on the documents **must match the address in your alc.ca profile**.
- Only documents in their original form will be accepted and they must be downloaded directly from the provider. Example, would be a bank statement downloaded directly from your banking website.
- Please ensure account numbers are visible (don't blackout numbers) — this is used as part of the verification process.

## Category 1 — Name / Address

- **Utility Bill** (power, phone, cable, internet, cell, water/sewer) — name, service address, account #, and a date not older than 6 months.
- **Auto Insurance Liability Card** — name, address, policy #, and it cannot be expired.
- **T4 Slip** — name, address, current tax year, Social Insurance #.
- **Record of Employment (ROE)** — name, address, issue date cannot be older than 6 months.
- **Driver's License or Provincial ID** — name, current address, ID #, and cannot be expired.
- **CPP Statement** — name, current address, account #, date in current tax year.

## Category 2 — Name / Date of Birth

- **Driver's License** — name, date of birth, DL #, and cannot be expired (Only use if not used from Category 1).
- **Passport** — name, date of birth, Passport #, and cannot be expired.
- **Provincial Photo ID Card** — name, date of birth, ID #, and cannot be expired.
- **Permanent Resident Card** — name, date of birth, ID #, and cannot be expired.
- **Certificate of Indian Status Card** — (front and back) name, date of birth, Reg #, and cannot be expired.
- **Temporary Driver's License** — (this is the sheet of paper you get when you renew your license, until the physical card comes in the mail) — name, date of birth, Doc #, and DL #, and Valid Until Date (halfway down page), cannot be past that date.
- **Birth Certificate** — name, date of birth, registration and issued #
- **Firearms License** — (cannot be expired): name, date of birth, expiry date, firearms license #

## Category 3 — Name / Financial

- **Bank Statement** — name, bank name, account #, and a date not older than 6 months.
- **Loan Statement** — name, bank name, account #, and a date not older than 6 months.

