

Confirmation of Residential Address Form

Note:

Providence Life Limited, PCC requires proof of address of all policyholder(s).

This form should be completed and signed by the policyholder and the introducer who submits business to Providence Life Limited, PCC. Providence acknowledges that in certain circumstances it is difficult to provide proof of residential address to satisfy our anti-money laundering requirements. This can be a particular problem in territories which do not have a postal delivery system. In circumstances where we have been unable to obtain documentary proof of residential address, we are obliged to mark in our records that the address is not confirmed (this includes a P.O. Box address). In these circumstances, we will have to ask for complete verification (including this form if appropriate) on each subsequent change of address, until we are able to obtain satisfactory proof of residential address.

The following are acceptable proof of address documents:

- A utility bill (dated within the last 3 months and including full residential address and policyholder(s) name).
- Bank statement/credit card statement (dated within the last 3 months and containing full residential address and policyholder(s) name. Internet screen-shots are not accepted).
- Tenancy agreement (agreement must be valid and contain full residential address and policyholder(s) name).
- Driving license with expiry date (must be valid and contain full residential address and policyholder(s) name).
- Employer letter confirming the residential address and policyholder/s name. (This must be dated on company headed paper, addressed to Providence Life Limited, PCC and stamped with the company official stamp. Wet copy original to be supplied).

In the event that none of these documents can be provided as evidence, please complete and sign the declaration in this section to confirm that your introducer has visited your place of residence.

Providence Life Limited, PCC reserves the right to request further information at any time should it be required.

In the case where there are two policyholders using the Confirmation of Residential Address Form, please photocopy this section and complete for each policyholder.

Policy Details

Policy number

Title Mr Mrs Miss Ms Other

Surname (as shown on ID / passport)

First name (as shown on ID / passport)

Residential address

Please provide a physical description of location/residential address

Please provide a brief description as to why none of the proof of residential address documents stated below are available. 'Not Applicable' or 'Not Available' are not acceptable explanations as to why these documents are not available.

Utility bill

Bank statement/credit card
(must be issued by recognised financial institution)

Tenancy agreement

Employer letter

Driving license

Policyholder declaration

I confirm that I currently reside at the stated address and that I for the reasons stated are unable to provide acceptable documentary evidence.

Policyholder signature

Date (DD-MM-YYYY)

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Introducer declaration

I confirm that I have visited the policyholder at the address listed within this section.

Introducer name

Company name

Office

Region

Introducer signature

Date (DD-MM-YYYY)

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