



Bank Number: \_\_\_\_\_  
(to be completed by bank employee)

Social Security No.: \_\_\_\_\_

ACCOUNT HOLDER INFORMATION

Name: \_\_\_\_\_  
Legal Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

IDENTITY CERTIFICATIONS

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING NEW ACCOUNTS AT KEY

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. Therefore, all new and existing customers are subject to the identity verification requirements. When a customer opens an account with any entity within the KeyCorp family of companies, we will ask for their name, address and identification number, and, in the case of an individual, his or her date of birth. For trusts and estates, we may also obtain this information for individuals associated with the trust or estate. In all cases, Key is committed to protecting the privacy and identity of each of its customers.

**Failure to supply this required information will prohibit us from completing this request.**  
(Please refer to List A, Customer Identifying Documents for Individuals for acceptable types of ID).

What type of ID is this? \_\_\_\_\_ ID Number: \_\_\_\_\_  
What state/country issued it? \_\_\_\_\_ Indicate the following:  
Expiration Date: \_\_\_\_\_ Issue Date: \_\_\_\_\_

ALL SECTIONS MUST BE COMPLETED

OCCUPATION AND INDUSTRY

What is your occupation? \_\_\_\_\_  
(Select and input information from list B)  
What is your worker classification?  Hourly  Self-employed  Student  Manager/Executive  
(Check one)  Retired  Unemployed  Salary/Non-Manager  
Employer Name: \_\_\_\_\_  
Which of the following best describes your employer industry?  Public Administration  Services  Retail Trade  Construction  Manufacturing  
(Check one)  Wholesale Trade  Transportation, Communications, Electric, Gas & Sanitary Services  
 Finance, Insurance & Real Estate  Mining  Agriculture, Forestry, Fishing, Landscaping  
Which of the following most accurately describes the specific Industry of your employer?  
(Select and input information from list C): \_\_\_\_\_

SOURCE OF INCOME

What is your Source of Income?  Salary/Wages  Lottery Winnings  Royalties  Investments  Pension  
(Check all that apply)  Real Estate  Other  No Income  Trust  Public Assistance  
 Income From Family Owned Business  Chose Not to Respond  
If other, please describe: \_\_\_\_\_

KeyBank representative send the completed and authorized document to [2163576029@fax.keybank.com](mailto:2163576029@fax.keybank.com). Clients should fax documents to 2163576029.



# Customer Identification Form

## NRA / VISA / OFAC

What is your country (countries) of citizenship? \_\_\_\_\_

What is your country of permanent residence? \_\_\_\_\_

Do you have a temporary residence and/or own real property outside of the United States?  YES  NO

If yes, in which countries? \_\_\_\_\_

What is your current Visa status?  Asylum  Tourist  Diplomatic  Training  Authorized Work Permit  
(If applicable, check one)

Visitor  Student  No Visa

From what country did you obtain your Visa? \_\_\_\_\_

## POLITICALLY EXPOSED PERSON

Are you, an immediate family member or close associate of a person who occupies or has occupied a high position in a foreign government? (Note: A close associate includes, but is not limited to, accountants, attorneys, business partners, and/or oligarchs)  Yes  No

Do you occupy, or have you occupied in the past, a high position for a foreign government?  Yes  No

Will transactions in your account involve dealings with a person who occupies or has occupied a high position in a foreign government or an immediate family or close associate of such a person?  Yes  No

## POUCH ACTIVITY

Do you anticipate any delivery method that involves the use of carrier or courier to transport currency, monetary instruments and other documents physically from outside the United States? (If yes, proceed to questions below.)  Yes  No

If yes, for what country (countries) will the delivery method that involves the use of carrier or courier to transport currency, monetary instruments and other documents physically from outside the United States originate? \_\_\_\_\_

If yes, estimated ANNUAL dollar amount of delivery method that involves monetary instruments and other documents physically the use of carrier or courier to transport currency, from outside the United States? (Choose one)

\$1 - \$3,000  \$10,001 - \$25,000  
 \$3,001 - \$5,000  > \$25,000  
 \$5,001 - \$10,000

If yes, what is the likely purpose of the pouch activity?  Business  Family Residing Abroad

Personal Travel  Regular Payment Abroad

## SIGNATURES

Customer Signature \_\_\_\_\_

Date: \_\_\_\_\_

**KeyBank representative send the completed and authorized document to [2163576029@fax.keybank.com](mailto:2163576029@fax.keybank.com). Clients should fax Notarized documents to 2163576029.**



## Customer Identification Form

### A. Customer Identifying Documents for Individuals (must have a photo and be unexpired to be a primary form of ID)

U. S. Passport  
Foreign Passport (*including Mexican and Canadian*)  
U. S. Military ID Card  
U. S. State Driver's License  
Canadian Driver's License  
Mexican Driver's License  
Native American Tribal Identification Card  
Mexican Matricula Consular Identification Card  
U. S. State ID Card (*issued to residents of a U.S. State*)  
Permanent Resident Card (Green Card) (Form I-551)

### B. List of Occupations

Architects  
Athletes and related workers  
Clergy  
Clerical occupations, except equip operator  
Computer, matheml, & operations research  
Computing & office equipment operators  
Construction laborers  
Construction occupations, n.e.c.  
Construction trades  
Dentists  
Disabled  
Editors, rptrs, pr spec & announcers  
Elec. assem., install., repair. occupations  
Engineering & related technology & technician  
Engineers and surveyors  
Excavate, grading, paving and related occupations  
Extractive occupations  
Fabricators, assemblers & hand wkg occupations  
Farm operators and managers  
Fishers, hunters, and trappers  
Fishery and related occupations  
Food and bev. prep and svc. occupation  
Forestry and logging occupations  
Health technologists & technicians  
Homemaker  
Insurance, secure, real est. & serv sales  
Lawyers and judges  
Machine operators and tenders  
Machine setup operators  
Machine trades occupations, n.e.c.  
Management related occupations  
Material moving occup, except transportation  
Military occupations  
Miscellaneous manual occupations  
Miscellaneous occupations  
Miscellaneous personal svc occupation  
Motor freight occupations  
Natural scientists  
Oc. In fabric, assem., repair of metal nec  
Oc. In fabrication/repair of wood prod  
Oc. In machine stone, clay, glass rel prod  
Occupations in extraction of minerals  
Occupations in metal fabricating, n.e.c.  
Occupations in writing  
Officials & administrators, public admin  
Officials and administrators, other  
Other agricultural & related occupations  
Other health diagnosing & treating practice  
Packaging and materials handling occupation  
Painting, decorating and related occupation  
Pharm, diet, therap, & phys assistants  
Physicians  
Plant and system operators  
Precision production occupations  
Private household occupations  
Process. of petro, coal, nat/mfg gas  
Processing Occupations, N.E.C.  
Prod inspectors, testers, samplers  
Protective service occupations  
Registered nurses  
Religious workers/clergy  
Retired  
Sales occupation, consumable commodities  
Sales occupation, services  
Sales occupations, commodities  
Sales related occupations  
Science technologists & technicians  
Service occup, except private held & pro  
Social and recreation workers  
Social scientists & urban planners  
Stenography, typing, filing, rel. occup.  
Structural work occupations, n.e.c.  
Student  
Supervisors; clerical occupations  
Supervisors; construction & extractive occup  
Supervisors; marketing & sales occupations  
Supervisors; mechanics & repairers  
Supervisors; production occupations  
Supervisors; service occupations  
Supervisors; transport & material moving  
Teachers, colleges & universities  
Teachers, except college & university  
Technic; except health, enginrg & sciences  
Textile occupations  
Transportation occupations  
Unemployed  
Unemployed w/income  
Vehicle washers & equipment cleaners  
Veterinarians  
Vocational & educational counselors  
Writers, artist, performers & related



## C. List of Industries

Accounting, Auditing, and Bookkeeping Services  
Agricultural production - crops  
Agricultural production - livestock  
Agricultural - Other Agricultural services  
Amusement and recreational services  
Amusement Parks  
Apparel and accessory stores  
Art Dealers  
Automatic Merchandising Machine Operator  
Automobile Parking  
Automotive dealers  
Automotive repair and services  
Babysitting Bureaus  
Barber shops, Barber colleges  
Bars, Drinking Places (Alcoholic Beverages)  
Beauty shops, salons, manicure/pedicure, cosmetology schools  
Boat Dealers  
Business Services - Other Miscellaneous  
Carwashes  
Casinos, Racinos, Card Rooms, Bookies, Lottery, and Bingo Parlors  
Catalog and Mail - Order Houses  
Civic, Social, and Fraternal Associations  
Clothing alteration/repair and Laundry/Garment Service and Diaper Service  
Coin-operated Amusement Devices including slot machines, arcade games, and jukeboxes  
Communications  
Computer programming, Data Processing, & Other Related Services  
Construction - General building contractors  
Construction - Heavy construction contractors  
Construction - Special trade contractors  
Diet and Weight Reducing Services  
Drive-In Motion Picture Theaters  
Dry-cleaning plants  
Eating and drinking places - Other  
Educational services  
Electric, gas, and sanitary services  
Engineering and management services  
Finance - Branches and Agencies of Foreign Banks  
Finance - Clearinghouses, Electronic Funds Transfer, Payment Processors  
Finance - Commodity Contracts Brokers & Dealers  
Finance - Depository institutions  
Finance - Federal & Federally - Sponsored Credit Agencies  
Finance - Foreign Trade and International Banking Institutions, International Trade Financing  
Finance - Holding and other investment Offices  
Finance - Investment Advice  
Finance - Investors, NEC  
Finance - Loan Brokers  
Finance - Miscellaneous Business Credit Institution  
Finance - Mortgage Bankers & Loan Correspondents  
Finance - Non-Deposit Trust Facilities  
Finance - Nondepository credit institutions

Finance - Personal Credit Institutions  
Finance - Real Estate Investment Trusts  
Finance - Security Brokers, Dealers & Flotation Companies  
Finance - Security, commodity brokers and service  
Finance - Services Allied With the Exchange of Securities or Commodities, NEC  
Finance - Short Term Business Credit Institutions  
Finance - Trusts - Educational, Religious, and Charitable  
Finance - Trusts, Except Educational, Religious, and Charitable  
Fishing, hunting, and trapping  
Forestry  
Formal Wear and Costume Rental  
Fruit and vegetable markets  
Furniture, home furnishings and equipment stores  
Gasoline Service Stations (with or without convenience stores)  
Grocery stores, supermarkets (with or w/o general merchandise, Convenience stores (with or w/o gas)  
Health Services  
Hotels, Motels, Motor Inns, Lodging  
Hotels, rooming houses, camps, and other lodging places  
Insurance agents, brokers and service  
Insurance carriers  
Laundry - Coin-operated Laundries and Drycleaning  
Laundry - Garment Pressing, and Agents for Laundries and Drycleaners  
Lawn and garden Services  
Legal services  
Liquor Stores  
Manufacturing - Food and kindred products  
Manufacturing - Apparel and other textile products  
Manufacturing - Chemicals and allied products  
Manufacturing - Electrical and electronic equipment  
Manufacturing - Fabricated metal products  
Manufacturing - Furniture and fixtures  
Manufacturing - Industrial machinery and equipment  
Manufacturing - Instruments and related products  
Manufacturing - Leather and leather products  
Manufacturing - Lumber and wood products  
Manufacturing - Miscellaneous manufacturing industries  
Manufacturing - Paper and allied products  
Manufacturing - Petroleum and coal products  
Manufacturing - Primary metal industries  
Manufacturing - Printing and publishing  
Manufacturing - Rubber and miscellaneous plastics products  
Manufacturing - Stone, clay, glass, and concrete products  
Manufacturing - Textile mill products  
Manufacturing - Tobacco manufacturers  
Manufacturing - Transportation equipment  
Membership organizations - Other Miscellaneous  
Mining - Coal mining and Services  
Mining - Metal mining and Services  
Mining and Quarrying of Nonmetallic minerals, except fuels  
Mining - Oil and gas extraction  
Motion Picture Theaters (except drive-in)  
Motorcycle Dealers  
Museums, art galleries, botanical & zoological gardens



## C. List of Industries continued

Ornamental Shrub and Tree Services  
Other food stores  
Pawnshops  
Personal Services - Other Miscellaneous  
Pipelines, except natural gas  
Political Organizations  
Postal Service U.S.  
Private households services  
Process Services, Patent Agents, Notaries Public and Paralegal Services and Bail Bonding  
Public Administration - Administration of economic programs  
Public Administration - Environmental quality and housing  
Public Administration - Executive, legislative, and general government  
Public Administration - Finance, taxation, and monetary policy  
Public Admin/International Affairs/Consulate, Diplomatic services - gov't, Embassy, Foreign mission  
Public Administration - Justice, public order, and safety  
Public Administration - National security and international affairs  
Racing, Including Track Operations, Jockeys, Horse Trainers, and Race Car Owners and Drivers  
Railroads  
Real estate  
Recreational Vehicle Dealers  
Religious Organizations  
Repair services - Miscellaneous  
Restaurants, Cafeterias, Snack Beverage Bars, Food Svc Contractors, Caterers, Dinner Theaters  
Retail trade - Building materials, hardware, garden supply, & mobile home  
Retail trade - General merchandise stores  
Retail trade - Other Miscellaneous Retail  
Service Industries - Other Miscellaneous  
Shoe Repair Shops and Shoeshine Parlors  
Social services  
Taxicabs  
Tobacco Stores and Stands  
Transportation - air  
Transportation - Local and interurban passenger transit  
Transportation - Motor freight transportation and warehousing  
Transportation - Other Miscellaneous Transportation services  
Transportation - Sightseeing Buses and Cable and Cog Railways  
Transportation - Water Taxi  
Transportation - Water transportation  
Travel Agencies  
Valet Parking Services  
Veterinary Services  
Wholesale trade - Beer and Ale  
Wholesale trade - Flowers, Nursery Stock, and Florists Supplies  
Wholesale trade - Fresh Fruits and Vegetables  
Wholesale trade - other durable goods  
Wholesale trade - other nondurable goods  
Wholesale trade - Wine and Distilled Alcoholic Beverages  
Wholesale - Jewelry, Watches, Precious Stones & Metals