

Customer Due Diligence

The Criminal Justice Act 2010, as amended, obliges Mercer to undertake Customer Due Diligence ("CDD") on all members of the Scheme. This involves the identification of members and in this regard Mercer is obliged to verify your identity through the provision by you of specified documentation, both photographic and non-photographic.

There are a number of options in relation to the documents which we can accept:

Option 1 – Uncertified Copy Documents	TWO from LIST A and ONE from LIST B
Option 2 – Certified Copy Documents	ONE from LIST A and ONE from LIST B
Option 3 – Original Documents	ONE from LIST A and ONE from LIST B . You can visit Mercer's office with your original documents for certification.

CDD DOCUMENTS

List A – Photographic Identification	List B – Non-Photographic Identification
<ul style="list-style-type: none"> ■ Current valid passport ■ Current valid driving licence ■ Current valid national identity card 	<ul style="list-style-type: none"> ■ Current statement of account from a credit or financial institution or credit / debit card statement (issued within the last 6 months) ■ Current utility bill (issued within the last 6 months) ■ Current household / motor insurance certificate and renewal notice ■ Official documentation / card issued by the Revenue Commissioners and addressed to the individual ■ Official documentation / card issued by the Department of Social Protection and addressed to the individual ■ Current local authority document (issued within the last 6 months)

WHO CAN CERTIFY DOCUMENTS?

<ul style="list-style-type: none"> ■ Practising Chartered & Certified Public Accountants ■ Regulated financial or credit institutions ■ Embassy/Consular Staff ■ Justice of the Peace 	<ul style="list-style-type: none"> ■ Commissioner for Oaths ■ Garda Siochana/ Police Officer ■ Medical professional ■ Practising Solicitor
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Please forward your CDD documents to:

Documents can be returned by post or as scanned copies.

Postal address: The Law Society Scheme Administrator, Mercer, Charlotte House, Charlemont Street, Dublin 2

Email address: LawSocietyRTS@mercer.com



Mercer OneView
www.merceroneview.ie



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