

## **UPLOAD YOUR VALID IDs AND TAKE A SELFIE FOR VERIFICATION**

1. You will need to upload a clear copy of your valid ID, a blank paper with three (3) specimen signatures, and a “selfie” while holding your valid ID in order to verify your identity.
2. Take a photo of the front and back portion (*if signature portion appears on this side*) of your ID, without flash.
3. Capture the image from above, with your ID on a flat surface. Ensure all four corners of your ID are showing.
4. Don't crop, rotate, touch up, adjust colors, or alter the images in any way.

**Please see document/s required below for your reference:**

### Individual Account / Joint Account

Option 1: One (1) primary IDs (non-expiry) or at least one (1) year validity

Option 2: Two (2) Primary IDs (at least 6 months validity)

Option 3: If OPTION2 is not available, give at least one (1) primary (at least 6 months validity) ID, one (1) secondary ID

Option 4: If OPTION3 is not available, present at least two (2) secondary IDs

### In-Trust-For (ITF) Trading Account

- **For Primary Account Holder/ Principal**
  - Required IDs are the same above
  - Notarized ITF Form - indicating joint or sole owner upon maturity ([see link for reference](#))
- **For the Minor**
  - PSA Birth Certificate
  - Student ID if any;

### Foreign Account (Resident/Non-Resident)

- **Resident Alien**
  - Passport
  - Alien Certificate of Registration (ACR) indicated that he/she is permanent immigrant
  - Certification to engage in business or working permit issued by the Department of Labor and Employment (DOLE)
  - Special Resident Retiree’s Visa (SRRV)

- Certificate of Naturalization
- Certificate of Dual Citizenship

➤ **Non-Resident Alien**

- Passport
- Driver's License
- Residence Card
- Certificate of Residency Consularized (Non-Personal Appearance)

## LIST OF VALID IDS

Primary Ids:

- SSS (digitized)
- GSIS (digitized)
- Unified Multi-Purpose ID
- Integrated Bar of the Philippines (IBP) ID
- Passport
- Driver's License
- PRC ID
- Postal ID (digitized)
- Phil Health Identification Card (digitized)
- TIN (digitized)
- CSC Eligibility Card

Secondary Ids:

- Senior Citizen Card
- SSS ID (laminated)
- OFW ID
- OWWA ID
- Seaman's Book
- Voter's ID
- Tin ID (laminated)
- Phil Health Identification Card (laminated)
- Home Development Mutual Fund (HMDF) or PAG-IBIG ID
- Armed Forces of the Philippines (AFP) ID
- PWD ID
- PNP ID

Supporting Document:

- Company ID
- PSA Birth Certificate
- Police Clearance
- NBI Clearance
- Certification from the National Council for the Welfare of Disabled Persons (NCWDP)
- Certificate of Residency