

Acceptable Forms of Identification

Prior to disbursement of funds, we require you to ascertain the identity of each mortgagor, guarantor and, where applicable, signing officer. Each mortgagor, guarantor and where applicable, signing officer must present to you for examination one piece of Identification from the table below.

(“Acceptable Identification”). Identification must have the person’s name and photo. All identification must be original, valid, legible and not substantially damaged. Each mortgagor, guarantor and signing officer is required to be physically present when you ascertain his or her identity. The expiry date must be recorded for all documents except Certificate of Canadian Citizenship and Certificate of Naturalization.

If a mortgagor, guarantor or signing officer does not have any Acceptable Identification, please complete Section 3 of the IVF Form and send it to us immediately for review.

Acceptable Identification
<ul style="list-style-type: none">• Canadian Passport• Certificate of Canadian Citizenship or Certificate of Naturalization with photo (laminated card only)• Certificate of Indian Status issued by Government of Canada• Correctional Service Canada identification card with the individual’s name and photo• Driver’s license issued in Canada, as permitted to be used for identification purposes under provincial law<ul style="list-style-type: none">• If a driver's license is presented, record the jurisdiction (province, territory or state) and country in which the license was issued.• In Quebec only, a driver's license can be used only if an individual volunteers it when asked for identification.• In British Columbia (BC) the following types of BC Services Card can be used as ID:<ul style="list-style-type: none">• BC Service Card• BC Driver's Licence & Services Card• Document or card, with the individual's photo and signature, issued by any of the following authorities or their successors:<ul style="list-style-type: none">• Alberta registries• Department of Government Services and Lands of the province of Newfoundland and Labrador• Department of Service, Nova Scotia and Municipal Relations• Department of Transportation and Public Works of the province of Prince Edward Island• Department of Transportation of the Northwest Territories• Insurance Corporation of British Columbia• Saskatchewan Government Insurance• Service New Brunswick• Department of Community Government and Transportation of the Territory of Nunavut• Ontario Photo Card issued by the government of Ontario• Manitoba Identification Card (MPIC) issued by the Manitoba Public Insurance Corporation• NEXUS or CANPASS Air membership card issued by Canada Border Services Agency or United States Customs and Border Protection• Government of Canada employee identity card with the individual's name and photo• Liquor Control Board Age of Majority (BYID) card• Provincial or federal police force identification• Permanent Resident (PR) Card• Provincial health card for Quebec and British Columbia only, as permitted to be used for identification purposes under provincial law.<ul style="list-style-type: none">• In Quebec, can only be used if the individual volunteers it when asked for identification.• Canadian Firearms License• Canadian Forces Identification card• United Kingdom passport• United States passport• United States Permanent Resident Card (Green Card)• United Kingdom driver’s license• United States driver’s license• United States Certificate of Citizenship• United States Certificate of Naturalization• Yukon General ID



A Identification Verification Form (“IVF”)

Warning! Please use Internet Explorer when generating CIBC mortgage documents from www.cmidocs.com. This will ensure that this document is generated inclusive of its required barcode.

To: Canadian Imperial Bank of Commerce

	Province/Territory	HPP Single Advance	Progress Draws
Fax:	AB, BC, MB, NT, SK, YK	1-844-739- 1157	1-888-353- 5122
	NB, NL, NS, NU, ON, PE	1-844-739- 1155	

Mortgage No.	Property Address

Prior to advancing funds, we require that you ascertain the identity of each mortgagor, guarantor and signing officer in accordance with our Instructions to Solicitor, and send this fully completed and signed IVF to us. Each Mortgagor, Guarantor and Signing Officer is required to be physically present at the time you ascertain his or her identity. If required by the Mortgage Approval or Mortgage Commitment, funds may not be advanced until we have received and approved the IVF.

1. For individuals, you must record in (1) below the following information for each mortgagor, guarantor and, where applicable, signing officer:
- Full Name

• Particulars of the Acceptable Identification (as defined on Acceptable Forms of Identification) produced to you by the individual
2. For corporations and other entities, you must record in (2) below the corporation's or entity's registration number, the type of record referred to and, where applicable, the source of the electronic record.
- Individuals and corporate/other entity signing officers. Particulars of identification produced by each mortgagor, guarantor and, where applicable, signing officer:

Mortgagor/Guarantor/Signing Officer Full Name		
Identification Viewed from Acceptable Forms of Identification		
Type	Number	Expiry Date (mmm/dd/yyyy)
Jurisdiction (Province/Territory/State)	Country of Issue	

Mortgagor/Guarantor/Signing Officer Full Name		
Identification Viewed from Acceptable Forms of Identification		
Type	Number	Expiry Date (mmm/dd/yyyy)
Jurisdiction (Province/Territory/State)	Country of Issue	

Mortgagor/Guarantor/Signing Officer Full Name		
Identification Viewed from Acceptable Forms of Identification		
Type	Number	Expiry Date (mmm/dd/yyyy)
Jurisdiction (Province/Territory/State)	Country of Issue	

- Corporations and other entities. Particulars of information ascertained for each mortgagor and guarantor which is a corporation or other entity:

Name of Corporation or other entity		
Type of entity (e.g., corporation, partnership, other entity [specify])	Registration Number	Type of Record referred to
(If applicable): Source of the electronic version of the record (must be a source which is accessible to the public)		
Description of the client’s primary products and services (the Nature of the Business)		

Name of Corporation or other entity		
Type of entity (e.g., corporation, partnership, other entity [specify])	Registration Number	Type of Record referred to
(If applicable): Source of the electronic version of the record (must be a source which is accessible to the public)		
Description of the client’s primary products and services (the Nature of the Business)		

3. If a mortgagor, guarantor or signing officer does not have Acceptable Identification: Record below the details of two other identity documents, one of the IDs should be original government-issued identification document:

Mortgagor/Guarantor/Signing Officer Full Name		Date of Birth (mmm/dd/yyyy)
Identification 1		
Type	Number	Country of Issue
Jurisdiction (Province/Territory/State)	Expiry Date (mmm/dd/yyyy)	
Identification 2		
Type	Number	Country of Issue
Jurisdiction (Province/Territory/State)	Expiry Date (mmm/dd/yyyy)	

Certificate of Solicitor or (if B. C.) Notary

I have complied with your instructions set out above and in the section of the Instructions to Solicitor entitled “Ascertaining the identity of each Mortgagor, Guarantor and Signing Officer”.

	X	
Date (mmm/dd/yyyy)	Name of Solicitor/Notary	Signature of Solicitor/Notary (sign within box)

Return this completed form as part of the Solicitor's Final Report