



NEC MONEY (CANADA)

Agency Name		
Address		
City	State	Zip
Phone	Fax	
Owner	Cell	
E-Mail		
Sale Person		

PROCESSING AGENCY CHECKLIST

**Sale Person
Check**

Requirements

**Compliance
Check**

- | | | |
|--------------------------|-----------------------------------------------------------------------------|--------------------------|
| <input type="checkbox"/> | Agent Application. (Filled out clearly, properly and completely and signed) | <input type="checkbox"/> |
| <input type="checkbox"/> | Agreement. (Signed) | <input type="checkbox"/> |
| <input type="checkbox"/> | Authorization to release information. (Signed) | <input type="checkbox"/> |
| <input type="checkbox"/> | Valid two piece ID all principals/business owner/directors. | <input type="checkbox"/> |
| <input type="checkbox"/> | Copy of the Trade license/Corporate registration | <input type="checkbox"/> |
| <input type="checkbox"/> | Copy of the Certificate of Incorporation (*) | <input type="checkbox"/> |
| <input type="checkbox"/> | Copy or proof of business or corporation number | <input type="checkbox"/> |
| <input type="checkbox"/> | Copy of Business Lease | <input type="checkbox"/> |
| <input type="checkbox"/> | Proof of principals' home address. (Home Telephone bill, Etc.) | <input type="checkbox"/> |
| <input type="checkbox"/> | AML training Acknowledgment | <input type="checkbox"/> |

Comments:

Sale Person Signature

Approved by