

International Currency Cards

Guidelines for Certification Requirements

From time to time American Express is required to ask for further documentation as the information we have access to is insufficient to process a card application. In addition, we must comply with current government legislation to verify each application. This helps to safeguard applicants against money laundering or potential fraudulent activity.

We appreciate that this can cause inconvenience, however this is necessary to process a card application.

What documentation is required?

A clear, certified copy of one of the following which shows the photograph, full name, date of birth and document number:

- a) Valid passport, or
- b) Valid national identity card with photo

Who can certify your documentation?

The Programme Administrator can certify the applicants ID documents

OR

Acceptable professional persons:

- Actuary
- Accountant with a recognized professional qualification (e.g. chartered accountant)
- Bank/Building society official
- British Embassy Official
- Medical Practitioner
- Registered Lawyer
- Serving Police Officer

What wording should the certification (include on the copy document)?

- 'I certify that this is a true likeness of [Mr, Mrs, Miss, Ms or other title followed by the applicants full name]'
- Sign, date and clearly print their name
- Where the programme administrator is certifying, indicate their position within the company
- Where one of the above professional persons are certifying indicate their position or official capacity, include the name of the regulatory body of the certifier (if applicable), and include their registration number issued by the regulatory body (if applicable).

Will faxed copies of ID documents be accepted?

Faxed copies of ID documents will be accepted provided that the copy is legible once received including the photo, all data included on the copy of ID and the information provided by the 'certifier'.