

Dear Members,

In order to meet it's obligations under the Criminal Justice Act 2010, Croí Laighean Credit Union is obligated to identify and verify its members on an ongoing basis. This means Croí Laighean Credit Union will request its members to provide current Proof of Identification and Proof of Address to satisfy these requirements.

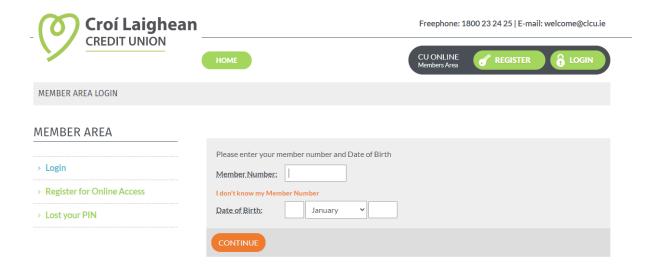
Please note that where we have been unable to obtain the necessary documentation from a member, we will be required to cease providing services and ultimately this could mean having to close accounts.

In order to avoid this, we would greatly appreciate member's cooperation in providing the identification documents which have been requested from you. To find more information on what documents are accepted as Proof of Identification and Proof of Address, visit www.clcu.ie/join-us.

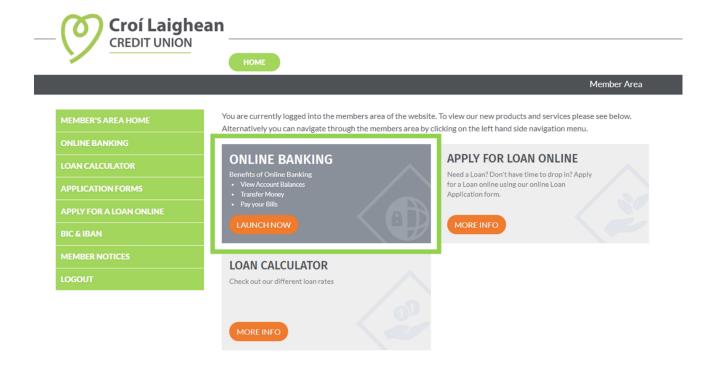
To upload your Proof of Identification and Proof of Address documents, login to the <u>CU Online portal</u>. You can register for CU Online access or get help if you have lost your PIN <u>here</u>. Once logged in to the Members Area of CU Online, you can launch online banking and select the 'document upload' option. Guidance on how to do this is provided on page 2 of this document.

How to upload documents via the CU Online Portal

Step 1: Log in to the Members Area of CU Online. (You can register for online access, login or report a lost PIN here)



Step 2: Once logged into the Members Area of CU Online, select the option to launch online banking.



Step 3: In your online banking dashboard, select the 'document upload' option on the right-hand menu. Upload your file, select the document type and click 'upload document'.

