

ICAV: Due diligence
documents required for
individuals

2025

This document outlines the due diligence documentation that the Fund, ICAV, Manager, and Administrator may request to establish and verify the identity of an investor (including joint account holders), in line with applicable Irish regulatory requirements and the level of risk presented.

Please note that the Fund, ICAV, Manager, and Administrator may request additional information or documentation from time to time, as required to meet ongoing Irish regulatory obligations.

Investors are required to notify the Fund, ICAV, Manager, and Administrator of any changes to previously provided anti-money laundering (AML) information.

Due diligence documentation for individuals (including Joint Account Holders)

The following documentation will be required:

1. Photographic identity document.
2. Proof of address.
3. Source of wealth and source of funds

Confirmation of source of wealth or source of funds may be required depending on the circumstances. In most cases, email confirmation or completion of the relevant section of the application form will be sufficient, unless otherwise specified.

For **joint account holders**, each account holder must provide the documentation listed above.

Applicants domiciled in high-risk jurisdictions

If the applicant is domiciled in a **high-risk jurisdiction**, a due diligence questionnaire (including source of funds and source of wealth information) will be required. Additional documentary evidence may also be requested.

The Administrator applies enhanced due diligence to investors located in jurisdictions designated by the EU as high-risk third countries, and additional procedures may therefore be applied.

Additional guidance

Specific examples of the documentation referenced above are set out below:

Examples of photographic identity documentation

- Current passport.
- Current driving licence.
- Current national identity card.

Examples of proof of address

- Bank statements/credit card statements.
- Utility bill.
- Household/motor insurance certificate and renewal notices.
- Correspondence from local authorities.
- Correspondence from the revenue commissioners or equivalent.
- Correspondence from any government body.
- Driving licence which confirms the address provided has also not been used to satisfy the photographic identity requirement above.
- Payslip or salary advice dated within the previous 6 months.
- Confirmation of address from a lawyer or financial institution.

Note 1: All documentation must reflect the current residential address and must be dated within the previous six months other than in the case of an official document known to be issued only or typically at fixed intervals of more than 6 months, in which case such document may be accepted during that period, to a maximum of 12 months (eg car tax, correspondence from local authorities).

Note 2: In the case of an elderly individual investor residing in a residential home, then written confirmation from the residential home, (identified as being in existence), that the individual is residing there will be deemed sufficient.

Note 3: A mobile phone bill can only be accepted as a second proof of address.

Note 4: The photograph on the proof of identity should be clear.

Letter of Assurance

Please contact Northern Trust for a Section 40/ Reliance template letter of assurance if required.