



Health Services Staffs
Credit Union

Glossary of Terms for Health Services Staffs Credit Union Limited's Online Membership Applications:

- *Address - your current place of residence. This is required for posting correspondence.*
- *Annual Salary - annual gross salary. This is to measure source of income.*
- *Beneficial Owner - is a legal term where specific property rights ("use and title") in equity belong to a person even though legal title of the property belongs to another person. This is required to ensure that the account is solely for your own use.*
- *Capture ID Shot - a straight-on photograph of your face taken via our digital onboarding technology. This is required to ensure that you match the proof of identification provided.*
- *Common Bond - the bond of association a member has to our credit union. This defines your eligibility to join Health Services Staffs Credit Union.*
- *Common Bond Requirements - to read through our common bond requirements, please visit <https://www.hsscu.ie/wp-content/uploads/2018/01/Health-Services-Staffs-Credit-Union-Common-Bond.pdf>*
- *Company's Contact No. - optional.*
- *Contact Phone No. - your primary contact number. This is required should we need to contact via your phone for your account purposes.*

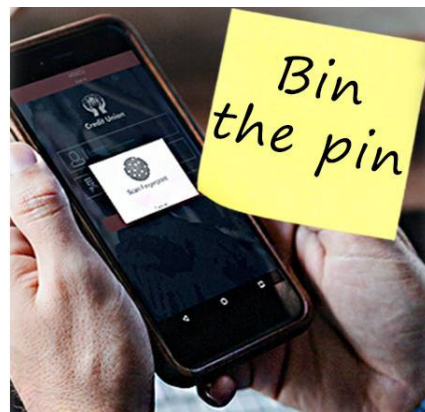
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**TOUCH ID
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Glossary of Terms Continued:

- *Country of Residence - the country you are currently living in. This is required for address purposes.*
- *Date of Birth - the date that you were born. This is required for proof of identity.*
- *Date You Moved Into Current Address - the date you entered your current place of residence. This is required for resident status purposes.*
- *Eir Code - Irish postal code. This is required for address purposes.*
- *Email Address - your current **personal** electronic mail address. This is required should we need to contact you via email with regards your account (eStatements, eNotifications, etc.).*
- *Employer's Address - the address of your current employer. This is required to confirm common bond.*
- *Employer's Name - name of your current employer. This is required to confirm common bond.*
- *Employment Start Date - the date you began working in your current employment. Optional.*
- *Employment Status - full-time employed, part-time employed, unemployed, etc. This is required for account monitoring purposes.*
- *Forename - your given name, which proceeds your family name/forename. This is required for proof of identity. This must match your proof of identification.*
- *ID Document - uploaded scan/image of your VALID* identification e.g. passport, driver's license, etc. This is required for proof of identity purposes and is to match your capture ID snapshot, name, title and date of birth.*
- *Maiden Name - your surname before marriage. This is required for proof of identification.*

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Glossary of Terms Continued:

- *Mobile No.* - mobile telephone number. This is required should we need to contact you for reasons to do with your account.
- *Occupation* - if employed, this describes your current position/field. This is required to confirm common bond.
- *Pay Frequency* - how regularly you get paid e.g. weekly, fortnightly, monthly. This is required for management of payments.
- *Politically Exposed Person* - someone who has been entrusted with a prominent public function such as: senior official of a major political party, senior executive of a government owned commercial enterprise or corporation, senior official in the executive, legislative, administrative, military, or judicial branch of the government, any immediate family member of such an individual (e.g. spouse, parents, siblings, children) or any individual known to be a personal or professional associate of the PEP. This is legally required for anti-money laundering (AML) purposes.
- *PPS Number* - Personal Public Service Number, as issued by the Department of Social Protection. This is required for AML purposes. Should you refuse to produce your PPS number, you may still join Health Services Staffs Credit Union. Note for future: loan applications cannot be processed without PPS number, as it is legally required to issue credit.

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Registered Office: 5 High Street, Christchurch, Dublin 8, D08X7T1. Tel: 01 677 8648 or Lo Call 1890 677 864 email: info@hsscu.ie
Branches listed on www.hsscu.ie
Health Services Staffs Credit Union Limited is regulated by the Central Bank of Ireland.

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Glossary of Terms Continued:

- *Proof of Address - uploaded scan/image of your VALID* proof of address e.g. RECENT** utility bill, RECENT** bank statement, RECENT** Government Issued Document. This is required for proof of where you currently reside.*
- *Proof of PPSN - uploaded scan/image of your VALID proof of PPS number e.g. P60. This is required for proof of your PPS number.*
- *Relationship Status - whether you are single, married, divorced or otherwise. Optional.*
- *Residential Status - what country you currently reside in. This is required for proof of address.*
- *Sex - your gender e.g. male or female, etc. This is required for proof of identification.*
- *Staff Number - staff number at your current place of employment. This is required for proof of employment purposes.*

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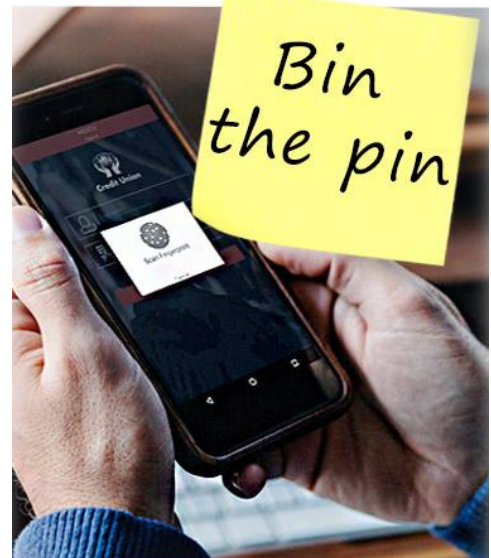
- *Surname - your family name, which is added at the end of your given name(s). This is required for proof of identity and must match the surname on your Proof of Identification.*
- *Tax Resident - you are resident in Ireland for tax purposes for a year if you spend 183 days or more in Ireland in that year from 1 January – 31 December or if you spend 280 days or more in Ireland over a period of two consecutive tax years, you will be regarded as resident for the second tax year. This is required for AML purposes.*
- *Title - indicates your age and/or marital status. This is required for proof of identity.*

***VALID = current and in date**

****RECENT = within last 3 months**



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