



TRINTOC (PENAL) CREDIT UNION CO-OPERATIVE SOCIETY LIMITED
Established 1954

90A Clarke Road, Penal 710424, Trinidad, West Indies
Tel: 270-7964/7966; 333-0605; 348-5584; 396-1122; email: info@trintocpenalcu.com; website: www.trintocpenalcu.com

MEMBERSHIP APPLICATION FORM

PLEASE COMPLETE IN BLOCK LETTERS –

All fields are to be completed and where information does not apply, NOT APPLICABLE (N/A) should be stated
ORIGINAL DOCUMENTS MUST BE USED IN THE VERIFICATION PROCESS, NOTARISED COPIES AND / OR AFFIDAVITS MUST BE AFFIXED WITH
THE ORIGINAL STAMP OF THE VERIFIER

ACCOUNT NUMBER													
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MEMBER’S PERSONAL INFORMATION

Applicant’s Name: _____
First Name Middle Name Surname

DOB: ____/____/____ Gender M. ☐ F ☐
YY / MM / DD Age No. of children No. of dependents

Marital Status: Single ☐ Married ☐ Divorced ☐ Common-Law ☐ Widowed ☐ Separated ☐

Home Address: _____

Mailing Address: _____
(if different from above)

Telephone Nos. Home: _____ Mobile _____ E-mail (Personal) _____

Nature of business relationship: Share ☐ Loan ☐ Deposit ☐ Fixed Deposit ☐
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SPOUSE INFORMATION

First Name Middle Name Surname

Contact No. Is spouse a member of TPCU? Yes ☐ No ☐ If yes, state member #: _____
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IDENTITY (Originals must be submitted)

Identification (2 forms)	Number
National ID	
Passport	
Driver’s Permit	

Birth Certificate PIN No.:	
Country of Issue	
Place of Birth (Town/City)	
Nationality	

EMPLOYMENT STATUS

Employment status: Permanent ☐ Contract ☐ Temporary ☐ Retired ☐ Unemployed ☐ Self Employed ☐
Employer: _____
Employer’s Address: _____

Occupation: _____ Employer’s Tel No: _____ Date joined Company: ____/____/____
YY / MM / DD

Pay Frequency: Monthly ☐ Fortnightly ☐ Weekly ☐

Sector employed: Private ☐ Public ☐ Other ☐ _____
Please specify

Account Serviced via Salary ☐ Pension ☐ Other ☐ _____
Please specify e.g. NIS, saving account,

Average Monthly Income Range < \$6000 ☐ \$6001-\$10,000 ☐ \$10,001-\$15,000 ☐ \$15,001-\$20,000 ☐ \$20,001-\$25,000 ☐ >\$25001 ☐

IF SELF-EMPLOYED

Certificate of Incorporation: Copy provided Yes ☐ No ☐ VAT Registration # _____ Copy provided Yes ☐ No ☐
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UNDER 16 YEARS

Parent’s Name: _____ Occupation: _____
First Name Middle Name Surname

Parent’s Address: _____ Employer: _____

Telephone Nos. Home _____ Mobile _____ Work: _____ Extension: _____

ID# _____ DP# _____ PP# _____
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WhatsApp ☐ E-mail ☐ Mail ☐ Phone ☐

Salary Deductions ☐ Bank Standing Order ☐ Direct Deposit ☐ Post Dated Cheques ☐ Over the counter ☐ Other ☐

Are you a member of any other credit union? Yes ☐ No ☐

If Yes, please state name of credit union _____

DECLARATION

I hereby apply for membership in TRINTOC (PENAL) CREDIT UNION CO-OPERATIVE SOCIETY LIMITED, and if admitted, I agree to conform to the Bye-Laws or amendments thereof the said Society, and pledge to offer my skills towards further growth of the Credit Union. Additionally, I acknowledge and agree to participate in the Trinre Group Life Insurance as part of my membership benefit.

Applicant's Signature: _____ Date (YY/MM/DD): _____

ADMISSION OF MEMBER

In compliance with bye-law 4(b) (11) and upon approval of membership by the Board, a Non-Refundable Entrance Fee of \$20.00 together with the purchase of one (1) full share of \$5.00 would be required to open the account. Your membership is on the understanding that you will abide by the rules and bye-laws of TPCU. Failure to do so may result in your expulsion from the organization.

RECOMMENDER DETAILS

Recommended by: _____ Member No: _____ Date Joined: _____

Relationship: _____ Contact No. _____

ID#: _____ (ID/DP/PP) Email.: _____

Signature: _____

Date: ____/____/____
yy / mm / dd

Documents to be provided with application form:

Evidence of Employment (Job Letter & Payslip) Yes ☐ No ☐

Proof of Ad Yes ☐ No ☐

2 Forms of Identification Yes ☐ No ☐

Birth Certificate (where applicable) Yes ☐ No ☐

Affidavit (where applicable) Yes ☐ No ☐

Marriage Certificate (where applicable) Yes ☐ No ☐

PEP completed Yes ☐ No ☐

Recommender – member of TPCU for more than 2 years and in good financial standing Yes ☐ No ☐

Business Registration Certificate. Articles of Association, bank statements (last 3 months) / financial statements Yes ☐ No ☐

Checked by _____
Print Name

Signature

Date ____/____/____
YY / MM / DD

Entered by _____ Date ____/____/____
 Print Name Signature YY / MM / DD

FINANCIAL OBLIGATION REGULATION

Referenced against UN 2253 List Yes ☐ No ☐ Match found Yes ☐ No ☐

Referenced against the T&T List of Consolidated Court Orders Yes ☐ No ☐ Match found Yes ☐ No ☐

Referenced against other list CFATF/FATF Yes ☐ No ☐ Match found Yes ☐ No ☐

Date: ____/____/____
YY / MM / DD

Compliance Officer- Signature: _____

BOARD OF DIRECTORS

This application was considered at a **Board Meeting** dated ____/____/____ and was
 YY / MM / DD

Approved ☐ Not-approved ☐ Deferred ☐ pending additional information

President	Treasurer	Board Member
Vice President	Assistant Secretary	Board Member
Secretary	Board Member	Board Member



TRINTOC (PENAL) CREDIT UNION CO-OPERATIVE SOCIETY LIMITED

Guidelines for completion of Membership Application Form

- National -

Born in T & T
- Non-national -

Born in another country but may have citizenship in T & T
- Resident -

Reside in T & T
- Non-resident –

National of T & T but reside in another country

Name	Please write your name exactly as stated on you National Identification Card, Passport, Birth Certificate or Driver’s Permit. If your name has changes as a result of marriage, please provide a copy of your Marriage Certificate
Home/mailing address	Do not omit any information that might be part of your address e.g. light pole number; zip code where applicable. A copy of your utility bills (< 2 months old) must be attached to your application form
Identity – country of issue	Please state the country from which the Identification documents were issued e.g. Trinidad and Tobago, USA etc.
Employer	Write the name of the place of business at which you are employed
Employer address	Write the address of your employer, if there are branches, state which branch you are located. Do not omit any information that might be part of your employer’s address e.g. light pole number; zip code where applicable.
Pay Frequency	This is how your employer pays your salary, please tick only one box
Date joined company	Write the date you were employed with your present employer
Self-Employed	Please provide copy of your Certificate of Incorporation and VAT registration number (if registered)
Politically Exposed Persons (PEPs) – Financial Intelligence Unit Trinidad & Tobago (FIUTT) requirements	
Domestic PEPs	Are individuals who are or have been entrusted domestically with prominent public functions, e.g. Senior Government Officials, Heads of State, judicial or military officials, politicians, senior executives of state owned corporations and important political party officials
Foreign PEPs	Are individuals who are or have been entrusted with prominent functions by a foreign country, e.g. Senior Government Officials, Heads of State, judicial or military officials, politicians, senior executives of state owned corporations and important political party officials
Additionally	individuals who are or have been entrusted with prominent functions by an international organization, e.g. Members of Senior Management, Directors, Deputy Directors and Board Members or given equivalent roles and functions Also, included are family members and close associates to those mentioned above.
Signature of Applicant	Kindly ensure that the form is signed and the signature is the same as that on any one of your identification documents provided. A parent or guardian shall sign on behalf of their child who is under the age of eighteen (18) years.
Signature of Witness	A member of staff at Trintoc (Penal) Credit Union Co-operative Society Limited shall sign as the witness
For official use only	This section is to be completed by a member of staff at Trintoc (Penal) Credit Union Co-operative Society Limited and board members only

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