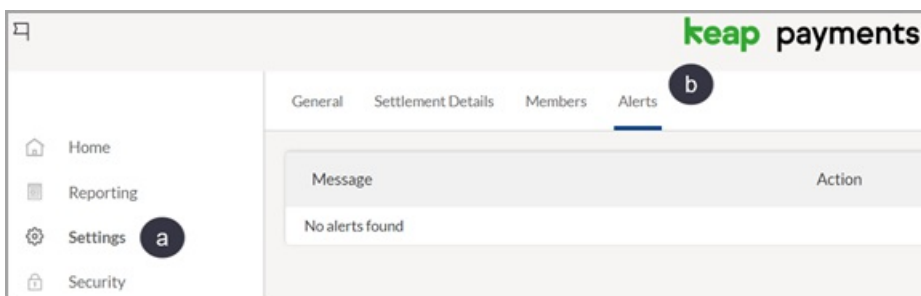


Verify customer identify KYC 🔗

Know your customer (KYC) is the process of verifying the identity of a customer/merchant and their business. The term is also used to refer to the bank and anti-money laundering regulations which governs these activities.

1. If you see an alert at the top of your homepage, click **Update your personal information**. Alerts are also found in your merchant center under **Settings > Alerts**.



2. Choose your business type and industry from the drop down options .

Verify your information

We're required to collect and verify certain information about our customers.
Protecting your information is our priority. Learn more about our [Terms of Service](#) and [Privacy Policy](#)

Account Details	YOUR BUSINESS TYPE? ✓	
	Individual	▼
	YOUR INDUSTRY?	
	Choose one	▼

3. Enter your personal information. Note for CAD merchants: State is replaced with Province and SSN is replaced with SIN.

Personal Information This is used to confirm your identity	FIRST NAME		LAST NAME		
	PERSONAL STREET ADDRESS				
	CITY		PROVINCE Province ▼	POSTAL CODE	
	PHONE NUMBER				
	BIRTH MONTH Month ▼		DAY Day ▼	YEAR Year ▼	
	SIN <input checked="" type="checkbox"/> (Optional)				

4. The **Terms of Service** has important information for merchant types that are unable to process through Keap Payments. Read **Terms of Service** and **Privacy Policy**. If you agree, check the box and click **Submit**.

<input checked="" type="checkbox"/> I have read and agree to the Terms of Service and Privacy Policy
<input type="button" value="Cancel"/> <input type="button" value="Submit"/>

Note! For questions about how to use this feature, please [contact our Support Team](#). To provide feedback on the accuracy of this article, use the form below.