



Banknote Verification Checklist

Understand how to verify Canadian Polymer Banknotes	✓ Use to mark
I Understand the Manager on Duty verification is required for bills over \$20.	☐
I Understand how to <u>verify bills</u> using the <u>Feel, Look, and Flip</u> methods.	☐
I Understand the need to <u>check security features</u> including <u>raised ink</u> and <u>Flipping the bill</u> to see security features such as <u>holograms</u> and <u>transparent windows</u> from the reverse side.	☐
I Understand how to <u>identify potential counterfeiters</u> by looking at their <u>body language, clothing, masks</u> , and how to <u>communicate/ask questions</u> to a customer <u>without accusing</u> them	☐
I Understand that if I suspect a bill is counterfeit, I must notify <u>a manager or supervisor</u> immediately before accepting the bill.	☐
I Understand if I suspect a bill is counterfeit after the transaction, I must notify a manager or supervisor immediately.	☐
I Understand that I must follow all company protocol for cash handling.	☐

I confirm that I understand the points listed above and agree to follow the procedures.

Team Member Signature _____	Manager Signature _____
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