

MONEY LAUNDERING REGULATIONS
CLIENT IDENTIFICATION

To enable us to comply with the Money Laundering Regulations 2007, we would ask the Freeholders / Leaseholders of the above property to please complete the following information. When you have completed the form, please sign and date the form and return it to us with the identification requested.

If any of the categories below do not apply to you, please write "not applicable" in the relevant space. Please do not leave any categories blank.

Forenames: _____

Surname (incl. any former Surname): _____

Date of Birth: _____

Nationality: _____ Marital Status: _____

Residential Address: _____

Daytime Phone Number: _____ Evening Phone Number: _____

Mobile Phone Number: _____ Email: _____

I certify that the information given above is true and accurate in all respects.

Signed: Date:

Identification Required

We are required by law to hold evidence of identification on our files for a period of five years following the conclusion of our work for you. We set out below acceptable forms of identification.

We prefer to see original documents ourselves and to make certified copies of them for our files. Please contact us to make an appointment for this purpose.

If you are unable to come to our office with the original documents, you must send us certified copies of the relevant documents. The certified copies must be made by a solicitor in the UK or if abroad, a solicitor who is entitled to practice within the UK or a British Embassy or Government Office and you will therefore need to contact the relevant party for this purpose. Please ensure that the name and contact details of the solicitor / government office making the certified document(s) are clearly identifiable, for verification purposes.

Personal Identification (Please supply ONE of the following)

- Current Passport
- Current UK or EEA photo-card driving licence
- National Identify Card with photograph
- Photographic registration cards in the construction industry (S1S4)

Evidence of Address (Please supply ONE of the following)

- Local council tax bill for the year
- A recent utility bill or statement (but not mobile phone bills)
- Bank, building society or credit union statement
- A recent original mortgage statement from a recognised lender

If you anticipate any difficulty in providing the documents requested above, please contact us as soon as possible. We are grateful for your assistance and co-operations in complying with these requirements.