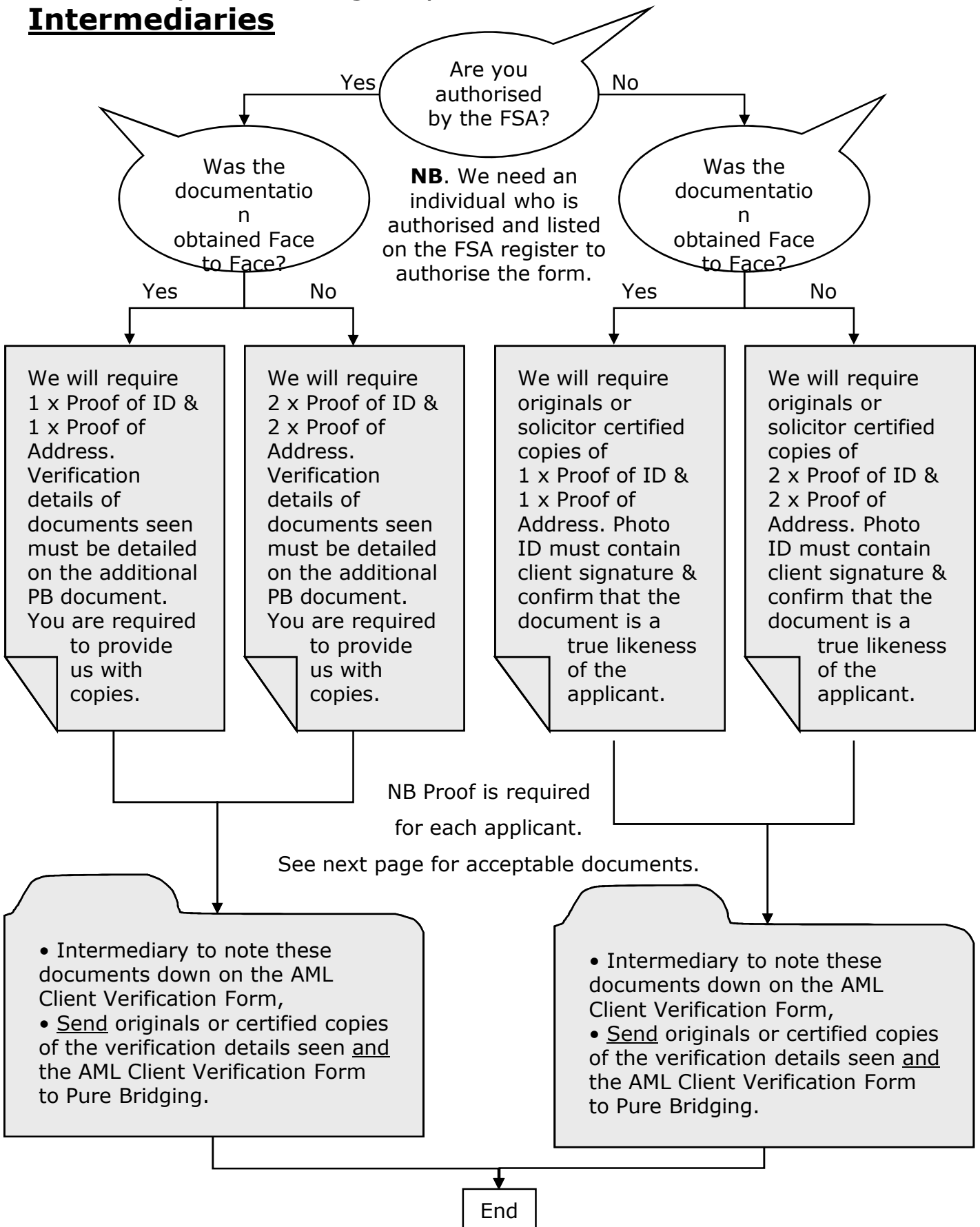


# Anti Money Laundering Requirements Intermediaries



# Anti Money Laundering Requirements

## Intermediaries

### Acceptable Documents:

#### Proof of Name & Identification:

- |   |                         |             |
|---|-------------------------|-------------|
| • Current Full Signed Passport  |                         | Not Expired |
| • Current Full UK Paper Driving Licence   | Not Expired             |             |
| • Current Full UK Photo Card Driving Licence  |                         | Not expired |
| • Current Provisional UK Photo Card Driving Licence   |                         | Not expired |
| • Current Firearms Certificate  |                         | Not expired |
| • Building Industry Sub Contractors Certificate C1S4 or C1S6 Registration card issued by the Inland Revenue   | Not expired             |             |
| • Current Blue Disabled Driver's Pass   |                         | Not expired |
| • Current Inland Revenue Tax Notification   | Last Tax Year           |             |
| • Current Residence Permit (Issued by the Home Office to EU Nationals)  |                         | Not expired |
| • Current Benefits Agency Benefit Book or Letter confirming entitlement to benefits (From Dept of Work and Pensions, Job Centre Plus or The Pensions Service) | Less than 12 months old |             |
| • Current EU Member State Identity Card   | Not expired             |             |

#### Not Acceptable Documents:

- Current Provisional UK Paper Driving Licence

#### Proof of Address:

- |   |                         |                                       |
|---|-------------------------|---------------------------------------|
| • Current Full UK Paper Driving Licence   | Not Expired             |                                       |
| • Current Full UK Photo Card Driving Licence  |                         | Not expired                           |
| • Current Provisional UK Photo Card Driving Licence   |                         | Not expired                           |
| • Bank/Building Society/Credit Union Bank Statements – includes Credit Card statements  |                         | Less than 3 months old                |
| • Current Bank/Building Society/Credit Union Passbook (Address must be shown in the book)   | Not expired or closed   |                                       |
| • Current Council Tax Bill/Current Local Council Rent Card/Current Local Council Tenancy Agreement  |                         | Most recent & less than 12 months old |
| • Mortgage Statement (From a recognised lender)   |                         | Less than 12 months old               |
| • Utility Bill (Includes landline telephone bills but excludes all Mobile Phone Bills)  |                         | Less than 3 months old                |
| • Current Benefits Agency Benefit Book or Letter confirming entitlement to benefits (From Dept of Work and Pensions, Job Centre Plus or The Pensions Service) | Less than 12 months old |                                       |
| • Current EU Member State Identity Card   | Not expired             |                                       |
| • Voters Roll Check via Experian report.  |                         |                                       |
| • Solicitor's Letter confirming recent house purchase. (Previous address must also be verified)   | Not applicable          |                                       |

#### Not Acceptable Documents:

- Current Provisional UK Paper Driving Licence

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#### **Please note:**

- The same document cannot be used to verify a customer's name & address.
- Independent certification must be by a qualified professional such as a Solicitor.

# Anti Money Laundering Client Verification Form (Sample)



## Anti-Money Laundering Client Verification Form

Firm FSA Number  FSA Individual Ref No.

Client Name/s  1  2

Was the verification taken Face to Face  Non Face to Face

### Applicant's Verification

	First Applicant	Second Applicant
<b>Item 1</b>		
Type of name verification provided	<input type="text"/>	<input type="text"/>
Document Reference	<input type="text"/>	<input type="text"/>
Issuing office/organisation	<input type="text"/>	<input type="text"/>
Date of issue	<input type="text"/>	<input type="text"/>

<b>Item 2</b>		
Type of name verification provided	<input type="text"/>	<input type="text"/>
Document Reference	<input type="text"/>	<input type="text"/>
Issuing office/organisation	<input type="text"/>	<input type="text"/>
Date of issue	<input type="text"/>	<input type="text"/>

<b>Item 3</b>		
Type of address verification provided	<input type="text"/>	<input type="text"/>
Document Reference	<input type="text"/>	<input type="text"/>
Issuing office/organisation	<input type="text"/>	<input type="text"/>
Date of issue	<input type="text"/>	<input type="text"/>

<b>Item 4</b>		
Type of address verification provided	<input type="text"/>	<input type="text"/>
Document Reference	<input type="text"/>	<input type="text"/>
Issuing office/organisation	<input type="text"/>	<input type="text"/>
Date of issue	<input type="text"/>	<input type="text"/>

**Declaration** I confirm I have seen the original documents and enclose certified copies.  
This application carries my full support and I recommend it to proceed.

Signature

Name (PRINT)

Company  Date

When you, as Intermediary, collect information from the applicant(s) for the purposes of an application for a Pure Bridging mortgage, you become a data processor under the provisions of the 7th Data Protection Act principle and subject to our processing terms.

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