

Mortgage Case Details

Lender Reference Number

Date

App 1
Name

App 2
Name

Identification and Supporting Documentation Verification Header Sheet

NOTE: This document must be used to certify identification and supporting documentation that may be required to support the mortgage application. We can accept identification & supporting documents via document upload, email, fax or post.

Identification Details

List 1: Proof of Identity

- | | App 1 | App 2 |
|--|--------------------------|--------------------------|
| • Current valid passport (must contain English translation) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Current UK old style driving licence (full licence only – old style provisional licence is not acceptable) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Current UK photocard driving licence (full or provisional – counterpart not required) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Benefit book or most recent letter from the Benefits Agency confirming the right to benefits (issued within the last 6 months of valid for the current year) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Firearms certificate/shotgun licence | <input type="checkbox"/> | <input type="checkbox"/> |
| • Most recent HM Revenue & Customs tax notification (issued within the last 6 months or valid for the current year – SA302, P60, P45 not acceptable) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Northern Ireland Electoral ID card (no more than 10 years old) | <input type="checkbox"/> | <input type="checkbox"/> |
| • EU/EEA member state ID photocard (UK ID cards are not acceptable) Not acceptable for products with Free Standard Legals | <input type="checkbox"/> | <input type="checkbox"/> |
| • National ID card (for non-EEA foreign nationals) Not acceptable for products with Free Standard Legals | <input type="checkbox"/> | <input type="checkbox"/> |

List 2: Proof of Address

- | | | |
|--|--------------------------|--------------------------|
| • Confirmation from an electoral register search that a person of that name lives at that address Not acceptable for products with Free Standard Legals | <input type="checkbox"/> | <input type="checkbox"/> |
| • Recent utility bill (issued within the last 6 months) Mobile phone bills are not acceptable | <input type="checkbox"/> | <input type="checkbox"/> |
| • Most recent bank, building society or credit union statement, letter or passbook containing current address (issued within the last 6 months). Internet statements not acceptable) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Most recent mortgage statement from a recognised lender (issued within last 6 months or valid for the current year) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Benefits book or most recent notification from the Benefits Agency confirming the right to benefits (issued within last 6 months or valid for the current year) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Current UK old style driving licence (full licence only – old style provisional licence is not acceptable) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Current UK photocard driving licence (full or provisional – counterpart not required) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Local authority tax bill (issued within last 6 months or valid for the current year) | <input type="checkbox"/> | <input type="checkbox"/> |
| • Local council tenancy agreement Not acceptable for products with Free Standard Legals | <input type="checkbox"/> | <input type="checkbox"/> |
| • Most recent HM Revenue & Customs tax notification (issued within the last 6 months or valid for the current year – SA302, P60, P45 not acceptable) | <input type="checkbox"/> | <input type="checkbox"/> |

Mortgage Application Supporting Documentation Details

Please provide details of all supporting documentation included within this pack

Customer Name	Document Type	Number of Pages
<i>e.g. Mr David Smith</i>	<i>e.g. 'October – November Bank Statement' or 'May, June, July payslips'</i>	<i>e.g. 3 pages</i>

Document Verification

I certify that all documents included within this pack are true copies of original documents which have been provided by the customer(s). Regarding identification documents, where I have seen the customer(s) face to face I can confirm that the ID provided is a true likeness of the customer(s).

Name

Signature

Role

Date

Company Name
& Address

Total Number of
pages in this pack