

Platform
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Witnessed declaration process

On all Platform applications it is a requirement to check the customer's signature against any ID documentation that we have on file. If the customer's signature on the declaration form does not match the signature on the ID that is on file then the process is to request another declaration signed in the presence of a witness.

signature check guidance

The customer will need to re-sign the declaration in the presence of a witness, who must be a professional person in a position of responsibility. The broker is to be contacted in the first instance to complete this. The individual or organisation must be operating under money laundering regulations i.e. Solicitors, Accountants or Financial Institutions

The customer will need to produce to the witness a form of original paper identification which contains a photograph and signature i.e. passport or photo card driving licence. The witness will need to check the photograph within the ID document, to ensure they can verify the customer from the document provided and the photograph does resemble the customer. They will need to send to us a certified copy of the identification document attached to the signed and witnessed declaration using the following wording:

***"I confirm that I have witnessed the execution of this Mortgage Application Declaration
by..... (customer's full name)***

I also confirm that I have seen their photograph identity (passport or photo card driving licence) and confirm that the person executing the declaration is the same person as appears in the photograph identity, a certified copy of which has been attached to this declaration.

Print full name of the witness Sign the document and either state/stamp their name of the organisation they work for :

Witness Signature:

Date the document:

State their profession

State their full business address and telephone number (not mobile):

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*Calls to 03 numbers cost the same as calls to numbers starting with 01 and 02. Calls may be monitored or recorded for security and training purposes.