



## Ex-pat I.D. and requirements

**All mandatory identification and proof of address needs to be certified.**

The introducing intermediary/UK solicitor can certify these documents if they have seen the identification and client in person. Or, if this is not possible, the documents can be certified by any of the following:

- Applicant's overseas bankers
- A solicitor/notary/accountant
- Local authority dignitary such as the local Mayor
- Dentist
- Doctor
- Minister of a recognised religion
- Police officer
- Post office official
- British Embassy staff
- Teacher/lecturer residing in the jurisdiction where the applicant lives

Certified documents must be written in English, and include the wording, '**I Certify this as a true copy of the original**'. We also need the certification to include the following -

- Date stamp
- The person's name printed and signed
- Job title
- Certification stamp (This must be within the last 3 mths)

Documents written in a foreign language should be submitted with an official translation in English attached. Translated documented should be certified to confirm:

- That the document is a 'true and accurate translation of the original'
- The date of translation
- The full name and contact details of the translator or representative of the translation company.

Please note, we will not accept documents translated by brokers. The Society reserves the right to directly approach any third party involved within the verification process to confirm details provided.



<b>Proof of Person</b> All Items from this list	<b>Proof of Address</b> 2 documents from this list and must show address of the country of residence
Valid UK Passport - must show reference number and date of expiry	Valid National Identity card
Valid work/residency visa/permit for the country of residence showing applicant can live and work in the country of residence	Bank statement issued within last 3 months - must be a posted document e.g. not internet statements
	Valid photocard driving license for the country of residence
	Utility bill statement issued within last 3 months (communication suppliers not accepted)
	Latest Residential Mortgage statement for overseas residential address issued within last 12 months
	Latest Mortgage statement for UK Buy to Let property issued within last 12 months (remortgage only)
	Latest tenancy/lease agreement for overseas address
	Employment contract and employment reference stating applicant's current residential address and passport details
	Letter from an international solicitor/notary/justice of the peace confirming address of applicant