

PROOF OF IDENTITY FORM

Title (Mr, Miss, Mrs etc)		First name	
Surname		Previous Name	
Current address			
Date of birth (DD/MM/YYYY)		National Insurance No.	
Telephone (Home)		Telephone (Work)	
Telephone (Mobile)		Email address	
Occupation			
Are you an existing client of DP Conveyancing?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If you selected 'No', how did you hear of us? (For example: Estate Agent, Mortgage Broker, friend / family member / colleague?)	If via an Estate Agent, Mortgage Broker or other firm, please state their name.

SECTION A – In this section, you are required to provide ONE primary evidence of identity document.

STEP 1	Choose ONE document from the list below:	STEP 2	Once you have chosen ONE primary identity document, then enter ALL details from that document into this section
Current Passport	<input type="checkbox"/>	Document reference number	
Current Photocard Driver's Licence	<input type="checkbox"/>		
Current EU Member State Identity Card	<input type="checkbox"/>	Date of issue (where applicable, for example, all passports have a date of issue)	
Benefit Book/ Pension Book	<input type="checkbox"/>	Date of expiry (where applicable, for example, all passports have an expiry date)	
Birth Certificate	<input type="checkbox"/>		
Firearms Certificate or Shotgun Licence	<input type="checkbox"/>	Country of birth & Nationality (where applicable, for example, all passports have this information on)	
Armed Services Identity Card	<input type="checkbox"/>		
Residence Permit issued by the Home Office	<input type="checkbox"/>		

SECTION B – In this section, you are required to provide TWO other identity documents

STEP 3	Choose TWO documents from the list below:
Bank Statement (under 12 months old with postal address)	<input type="checkbox"/>
Local Authority / Council tax bill (under 12 months old)	<input type="checkbox"/>
Copy of Electoral Register (under 12 months old)	<input type="checkbox"/>
Local Council or Housing Association rent card or tenancy agreement (under 12 months old)	<input type="checkbox"/>
Utility Bill (Gas or electric bill under 3 months old or Water bill under 12 months old)	<input type="checkbox"/>
Most recent original Mortgage Statement (under 12 months old)	<input type="checkbox"/>
House or Motor Insurance Certificate (under 12 months old)	<input type="checkbox"/>



All identification documents must be original copies (not photocopies or scans).



Under no circumstances should identification documents be sent in the post. If you are unable to attend our office, please read the proof of identity overview section for other options.