

DEAN CONVEYANCING

IDENTIFICATION REQUIREMENTS NON BRITISH PASSPORT HOLDERS

New Government regulations mean you must prove who you are

Why?

The UK is a major international financial and legal centre, with a high reputation for honesty and integrity.

Unfortunately that is why financial and professional businesses, like us, are attractive to money launderers – criminals who sometimes try and hide stolen money by turning it into legitimate income.

The Government has introduced measures:

- To make it more difficult for criminals to make and keep money from their crimes
- To confiscate proceeds of crime

For this reason there are compulsory checks which we have to make of our clients. Being asked for identification does not mean you are under suspicion. The new identification requirements apply to all clients when they are asking us to conduct certain types of cases.

How this affects you:

Banks and Building Societies have had to check the identity of customers for some time. Now we have to. This means you will have to show us some personal documentation as follows, we require proof of your identity (ie: photographic evidence) with proof of your residing address:-

<p>With regard to evidence of your identity we will require:-</p> <p>A copy of your passport certified by:-</p> <ul style="list-style-type: none">• a qualified lawyer or notary; or• an embassy Consulate or high commission of the country of issue	<p>With regard to proof of your address we will require:-</p> <ul style="list-style-type: none">• A recent utility bill; or• Bank statement; or• Copy driving licence certified as opposite
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We will also require:

<p>A letter from a qualified lawyer confirming that you are known to him/her and that you live at the address stated on the documents supplied.</p>	<p>Evidence as to the source of your funds namely:-</p> <ul style="list-style-type: none">• A letter from your Bank confirming funds are readily available and held in an account in your name
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Please also note that you must notify us before sending any payments direct to our Bank otherwise your payment could be rejected. If you don't have these documents, we may not be able to act for you.

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THE MONEY LAUNDERING REGULATIONS 2007

WHO IS A PEP?

To comply with Money Laundering Regulations, we are required to ask if any of our clients can be defined as a “**Politically Exposed Person**” examples of which are set out below.

Individuals entrusted with high public office (and their immediate families and known close associates) are known as Politically Exposed Persons or PEPs.

Known close associates of a **PEP** are persons with whom joint beneficial ownership of a legal entity or legal arrangement is held, with whom there are close business relationships, or who is a sole beneficial owner of a legal entity or arrangement set up by the primary **PEP**.

A PEP includes:-

- Heads of State, Government, Ministers and Deputy or Assistant Ministers;
- Members of Parliaments;
- Members of Supreme Courts, Constitutional Courts or other high-level judicial bodies whose decisions are not generally subject to further appeal, except in exceptional circumstances;
- Members of Courts of Auditors or the Boards of Central Banks;
- Ambassadors, chargés d'affaires and high ranking officers in the Armed Forces; and
- Members of the Administrative, Management or Supervisory Boards of State-owned enterprises (other than in respect of relevant positions at community and international level)

(These categories do not include middle ranking or more junior officials)

Family members of a PEP – spouse, partner, children and their spouses or partners, and parents

**YOU ARE REQUIRED TO COMPLETE THE RELEVANT SECTION OF OUR
PURCHASE QUESTIONNAIRE TO CONFIRM IF ANY OF THE ABOVE
RELATE TO YOU**