



## BEDFORD AND AMPHILL NOTARIES

at Palmers Solicitors LLP

**Established 1905**

Bedford ∞ Ampt Hill ∞ Cranfield

Notaries ∞ Notaries Public ∞ Notarial Lawyers ∞ Commissioners for Oaths



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## EXPLANATORY NOTES ABOUT IDENTIFICATION REQUIREMENTS FOR INDIVIDUAL CLIENTS

PLEASE NOTE THAT WE ARE REQUIRED BY LAW TO SEE AND TAKE  
TRUE COPIES OF IDENTIFICATION DOCUMENTS FOR ALL CLIENTS

Please note that we may not be able to assist you fully unless and until sufficient documentation has been provided to us.

Please provide us with **3 items** of evidence as to your identity (and that of any other person for whom we are acting along with you) by providing us with :-

1. The original of **One** of the following :-

Current signed passport  
Photo-card driving licence  
Police officers warrant card with photo  
Shotgun/Firearm certificate

**Plus :-**

2. The original of **One** of the following documents showing your name and full current address:-

Driving licence (photo-card or paper type)  
Recent utility bill (not more than three months old)  
Recent council tax bill (current year)  
Employee identity card  
Pension book  
Council or housing association rent card or tenancy agreement  
Benefit book or original letter from Benefits Agency  
Bank or mortgage statement (not more than three months old)

**Plus :-**

3. Original proof of **National Insurance Number** i.e. National Insurance card or payslip or letter from HMRC or DWP.

Please note that as far as corporate clients are concerned further documentation will be required and evidence of authority of person executing any document to be notarised will also be required.