

# Mortgage Applicant(s) Confirmation of Identity

## MORTGAGE APPLICANT(S) CONFIRMATION OF IDENTITY & RESIDENCY

Every mortgage application to Infinity Mortgages must be accompanied by this form, which must be fully completed by the selling Mortgage Advisor named on the relevant Mortgage Application Submission Form. Please note that confirming each Applicant's identity and residency is a legal requirement. Please consider the Guidance Notes below before completing this form and making the declaration below.

Applicant 1

Full name :  D/O/B :

**Part A document:**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

**Part B document:**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

**Extra document (if appropriate):**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

Applicant 2

Full name :  D/O/B :

**Part A document:**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

**Part B document:**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

**Extra document (if appropriate):**

Type of document:

Name of entity that issued document:

Date of issued document:

As applicable: Is the document still valid  Y  N

**OR**  
Is the bill/statement less than 3 months old:  Y  N

## Mortgage Applicant(s) Confirmation of Identity continued

Advisor's Declaration

I declare that:-

- The sale was conducted by me in the presence of each Applicant (delete if this is not the case)
- I have confirmed each Applicant's identity
- I have seen the originals of the documents referred to above
- Any of those documents that required a signature were already signed
- Any photograph contained in any of those documents was a good likeness of the relevant Applicant

Y	N
Y	N
Y	N
Y	N
Y	N

Signature:

Date:

Full Name:

### Guidance Notes

#### Documents Required

Infinity Mortgages may request such information and documentation as it may require but requires the following as a minimum:-

- If the sale was conducted by the advisor in the presence of each Applicant, one document from Part A below and one document from Part B below must be provided for each Applicant
- If not, in addition to the above, a further document from either Part A or Part B below must be provided
- If any Applicant is an expatriate, the document from Part B below must confirm the non-UK address of the Applicant and be less than 3 months old

#### Guidance

- Either originals or certified copies of the documents obtained must be provided
- Any certified copy must be certified by the advisor by adding his/her name, company name, date and a signed certification that the copy is a true copy of the original
- All certified copies must be in black and white
- A document from either Part A or Part B below may not also be used in respect of the other Part

### Part A – Proof of Name

Section A – Proof of Applicant(s) Name	
Current Signed Passport	Current Full UK Photo Driving Licence ( <b>NB both photo and paper section required</b> )
Current Full UK Driving Licence (old style)	Current Provisional UK Photo Driving License ( <b>NB both photo and paper section required</b> )
Current Police Photo Warrant Card	Current HM Customs and Excise Photo Card
Current Firearms Certificate	Known Employer ID Photo Card ( <b>Card style must be known to Infinity Mortgages staff</b> )
Current Inland Revenue 714 Photo Card	Inland Revenue Tax Notification(e.g. tax assessment statement of account/notice of coding) ( <b>NB must be original document</b> )

### Part B – Proof of Address

Section B – Proof of Applicant(s) Residency	
Applicant shown on voters roll	Utility Bill - less than three months old (not mobile phone bills)
Medical Cards	Current Local Authority Council tax Bill (valid for current year)
Credit Card / HP Agreement Statement (less than three months old)	Current Full UK Photo Driving Licence (both paper and photo section required)
Current Full UK Driving Licence (old style)	Current Provisional UK Photo Driving Licence (both photo and paper section required)
Inland Revenue Tax Notification (e.g. tax assessment statement of account/notice of coding) ( <b>NB must be original document</b> )	Bank/Building Society Statements (less than 3 months old)
Benefit letter ( <b>NB must be original document</b> )	