

# Confirmation Of Identity



Please complete all the fields in this form (where applicable).

## Section A: Primary applicant personal details

---

Account number

Title                                      Mr                                      Mrs                                      Miss                                      Ms                                      Other

First name(s)

Last name

Postal address

Nationality

Date of birth

Telephone number                                      Day                                      Month                                      Year

We are required by law to confirm the identity of all individuals using our service. If this is to be a joint account, all parties will need to complete a copy of this form and supply evidence. In order to help us establish your identity we will require two documents, one from each of the lists below. The List A document must show your full name and, between the two documents, must also evidence your date of birth and current residential address. Please note that a document submitted from List B, only showing an applicant's initials, will be accepted, providing the initials exactly match those of the full name shown on the document submitted from list A.

Please send a scan or photo of the original document. We would encourage you to password protect your scan or photo when you send this for your security. Please note you are sending documents at your own risk and if scanned images are sent we may still need to request physical versions of documents.

Copies of any documents you provide will be retained by us and any original documents will be returned to you at the earliest opportunity.

For primary documents in List A below, if you wish to send us a physical copy which is certified to be a true copy of the original by a government department or an entity authorised and regulated by the Financial Conduct Authority (e.g. a bank). The person undertaking the certification must provide their contact details below and you must advise them that we may contact them to validate their certification and/or conduct searches of electronic databases to validate their own identity.

Certificator's name

Certificator's telephone number

**Please note:** the receipt of certified documents may result in a delay in processing your application.

# Confirmation Of Identity



## Section A: (continued)

Please check the boxes below to show the documents you are enclosing, and return them with this form.

### List A – Primary identity documents (Government issued)

- Current UK/EEA driving licence
- Current full signed passport
- Current EEA member state identity card

### List B – Supporting documentary evidence

- A second item from List A
- Most recent HM Revenue & Customs tax notification (not a P45 or P60)
- Bank/building society/credit union statement or pass book – less than 3 months old
- Utility bill or statement (not mobile phone) – less than 3 months old
- Local authority council tax bill (valid for the current year)
- Signed documentation from a regulated financial services firm which indicates a current relationship with the firm exists.

I confirm that this information is true and accurate and that the certified copies of the enclosed documents relate to me.

### Sign the form

To sign this form you may provide an electronic signature. You can do this via your Adobe Acrobat Reader DC, or DocuSign which is a free of charge service.

Instructions to create an electronic signature are as follows:

1. On Adobe open the file, or on DocuSign upload the file
2. In the editor, select sign and draw your signature. Then place your signature in the signed box below
3. Save the document and follow the return instruction below.

Please note, we cannot accept a typed or written name in the box below. Alternatively, you may print and sign the document

Signed

Date

Day

Month

Year

To return your form, please send to [forms@eqi.co.uk](mailto:forms@eqi.co.uk), this and all related documents must be received from the registered email on your EQi account. Forms received from an unregistered email account will not be actioned, to assist with this please login to your account and ensure all contact details are correct.

Alternatively you can post the form to: **EQi, PO Box 4923, Worthing, BN99 6SF**