

Mortgage identification form

Mortgage application details

Application number:

Applicant(s) name:

Identification document details

Please provide details of all supporting documentation for this mortgage application, indicating the number of pages being uploaded in the box adjacent to the relevant document.

Once fully completed please submit this form along with the required documentation by uploading them to the individual checklist items on the West Brom for intermediaries portal.

Please refer to the How to submit business guide on the West Brom for intermediaries website for more information about our requirements and acceptable documents.

Personal identification (name)	Number of pages	Address identification	Number of pages
Valid UK/EU signed passport or non EU signed passport along with evidence of right to remain in the UK		Valid full or provisional UK photocard driving licence or valid full UK driving licence (old paper style)	
Valid full or provisional UK photocard driving licence or valid full UK driving licence (old paper style)		Recent utility bill (final bills, mobile telephone bills, satellite statements, insurance certificates and bills printed off the internet are not acceptable) or current local authority council tax demand	
National Identity Card (non-EEA foreign nationals, permit must show right to remain in the UK)		Current bank/building society/mortgage statement/Post Office savings account statement/investment certificate/credit card statement issued by a UK Registered Financial Services firm (closing statements, interest statements or internet/branch printed statements are not acceptable)	
EU/EEA Member State ID photo card or Identity card issued by the Electoral Office for Northern Ireland		HMRC tax summary e.g. tax assessment, notice of coding or self assessment confirmation (P45/P60s are not acceptable)	
HMRC tax summary e.g. tax assessment, notice of coding or self assessment confirmation (P45/P60s are not acceptable)		Credit card statement by a UK Registered Financial Services firm issued within the last 6 months	
Recent confirmation of entitlement to state or local authority benefits e.g. pension, tax credit, child benefit, housing benefit, educational grants and winter fuel bill		Recent confirmation of entitlement to state or local authority benefits e.g. pension, tax credit, child benefit, housing benefit, educational grants and winter fuel bill	
Current Firearms Certificate or Shotgun Licence (no more than five years old)		Solicitor's letter confirming recent house purchase/sale or land registry confirmation	
Blue Disabled Badge (no more than 3 years old)		Disclosure and Barring Certificate (must be the paper certificate)	
Armed Forces or Police ID Card		Signed Local or Housing Association tenancy agreement confirming residency at the time of verification (private tenancy agreements are not acceptable)	
Current UK residence permit (issued by UK Visas and Immigration)		Confirmation from Nursing/Care Home on letter headed paper confirming residency issued within the last six months (letter can be addressed 'To whom it may concern' and must be signed)	
		Local authority council tax demand (valid for the current tax year)	

Document certification

Please tick the appropriate box below:

I have conducted a face to face meeting with the applicant(s) and any photographic identification is a true likeness of the individual(s). ☐

I have not conducted a face to face interview. ☐

All documents submitted must be certified by an FCA Authorised Intermediary.

I certify that I have seen all documents detailed on this form and they are true copies of the original.

Name:

Signature:

Date:

Company name:

FCA number: