

NUMBER



Registration Form

Prior to bidding you will need to complete this registration form and provide two forms of ID.

- 1. Passport/photo driving licence (proof of identity)
- 2. Utility bill or bank/credit card statement dated within the last 3 months (proof of address)

Name of bidder: _____

Name of buyer (if different): _____

Full Postal Address including Postcode: _____

Home Telephone number: _____

Mobile Telephone number: _____

Work Telephone number: _____

Email: _____

Solicitors Name: _____

Full Address including Postcode: _____

Telephone Number: _____

Signature: _____ Date: _____

A politically exposed person (PEP) is one who has been entrusted with a prominent public function. A PEP generally presents a higher risk for potential involvement in bribery and corruption by virtue of their position and the influence that they may hold.

Please tick to confirm you (or family member/close associate) are **NOT** a politically exposed person

If you wish to be added to our mailing list and sent information about future property auctions or properties for sale, please give your consent by ticking the box

For Bagshaws use only:

Photo ID	Passport/Driving licence	Exp date:
Address ID	Type:	Date:

Bagshaws LLP are committed to protecting your personal information. Bagshaws LLP are required to inform you of how the data you have supplied to us will be processed. By completing the Auction Registration form you are consenting to your data (as completed on the form) being held by Bagshaws LLP. The information supplied to us will be held securely on a company database, the data will not be used for any other purpose or shared with any third parties. Your information will be held for a period of 3 months and then destroyed. To update/remove your data at any point, please contact aaron.cousins@bagshaws.com

For information only;

Registration

Due to the changes made to the Money Laundering Regulations, we are now required by law to verify the identity and address of everyone who offers, bids or buys at our Bagshaws Property Auction.

Therefore, you will need to register before the auction starts if you are intending to bid!

We will need one proof of photo ID and one proof of residence. Failure to produce the correct ID will mean you will not be eligible to bid at the property auction.

How to Register

- In person at any of our offices, with your original paperwork, where we will verify the ID
- The post office can verify up to three forms of identification, there is however a charge for this service. For more information please see www.postoffice.co.uk/document-certification-service
- A professional body (Solicitor, accountant etc.) can also certify your ID and directly send it on your behalf to bakewell@bagshaws.com at least 7 days prior to the auction (these parties may charge for this service). For this to be accepted, the professional body must also provide written confirmation that the ID documents can be relied upon for AML regulatory purposes.
- Bring all the relevant documentation to the auction venue one hour before the commencement of the auction to register, free of charge.

If you are bidding on behalf of a company, ID is required for all beneficial owners with 25% or more share or otherwise having significant control, you will also need to show a copy of the Certificate of Incorporation, a list of directors, Memorandum and Articles of Association, Register of shareholders or members and a letter of authority on Company letterhead, signed by a beneficial owner, prior to signing the contract.

Please be advised

Deposit payments should be made via your solicitor on the day of the auction. Should this not be possible only payments by BACS/bankers draft will be accepted by Bagshaws LLP.

Acceptable Forms of ID – you must have one of each

PHOTO IDENTIFICATION	PROOF OF RESIDENCE
<ul style="list-style-type: none"> • Current full UK/EU photo driving licence. 	<ul style="list-style-type: none"> • Recent bank or building society/credit card/mortgage statement.
<ul style="list-style-type: none"> • Valid ID card. 	<ul style="list-style-type: none"> • Recent Council Tax bill.
<ul style="list-style-type: none"> • Current, signed passport. 	<ul style="list-style-type: none"> • HMRC tax notification.
<ul style="list-style-type: none"> • Residents permit issued by the Home Office to an EU National. 	<ul style="list-style-type: none"> • Current UK/EU photo card driving licence (if not being used as photo identification.)
<ul style="list-style-type: none"> • Firearm or shotgun certificate. 	<ul style="list-style-type: none"> • Utility bill (must be within the last 3 months.)

AUCTION ID VERIFICATION

What we need you to bring with you on Auction day

Under the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017 (“the ML Regulations”) there are a few documents that we require from the buyer, the successful bidder, and/or the party providing the funds. We or a solicitor will need to **verify** these documents before the individual can be allowed to bid at auction or an offer can be accepted.

01.

Proof of ID Documents accepted

- Current Passport
- Current Driving License
- Firearms License



02.

Proof of Address Documents accepted



- Current tax bill from your local authority
- Latest mortgage statement
- Latest bank statement
- Latest utility bill (not mobile phone)

All address documents need to be dated within 3 months

03.

If you're the successful bidder and/or buyer, we will need to see your

Proof of Funds Documents accepted

- Agreement in Principle/Mortgage in principle
- Bank Statements of your deposit (For Mortgage Buyers)
- Bank Statements showing Cash amounts (For Cash Buyers)
- Memorandum of sale (if selling property to fund)
- For gifted funds, a letter from whoever gifted the money
- Evidence of Money left in a will
- Receipts from shares sold

If your funding is not listed above, contact Bagshaws LLP staff to discuss.

