



Making home ownership possible

Providing certified ID documents to SO Resi

We will need to see certified identification documents for all home owners in order to confirm that you are the home owner(s) listed on the agreement.

Documents that are accepted forms of identification

Please provide **one** item from List A and **one** item from List B for each home owner:

List A – must show your name, photo and date of birth

- A valid passport
- A valid (photo card) driving licence with signature
- A valid HM Forces ID card with photo and signature
- A valid National Identity Card with photo
- A firearms certificate

List B – must show your name and address

- A bank account statement that is less than 3 months old
- A mortgage statement from a current lender for the mortgage accounting year just ended
- A receipted utility bill that is less than 3 months old
- A Council tax bill that is less than 3 months old
- A Council rent book showing the rent paid for the last 3 months
- A driving licence (old style) that contains the Debtors' current address

If you have changed your name since you originally purchased this property, we will need to see certified documents to support this change, for e.g. marriage certificate.

SO Resi

Premier House
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Twickenham TW1 3RP
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soresi.co.uk





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The documents will need to be verified by one of the following professionals:

- Solicitor or lawyer registered with relevant national professional body
- Licensed conveyancer
- Chartered Legal Executive registered with Chartered Institute of Legal Executives
- Director, manager, or bank counter staff of bank/building society and stamped with official stamp
- Mortgage broker or independent financial advisor registered with the Financial Conduct Authority (FCA)
- Qualified accountant registered with relevant national professional body
- A notary public, a member of judiciary, senior civil servant or serving police officer
- Chartered secretary registered with Institute of Chartered Secretaries & Administrators
- Chartered Legal Executive registered with Chartered Institute of Legal Executives
- A Commissioner of Oaths

The person you ask shouldn't be:

- related to you
- living at the same address
- in a relationship with you

How to certify a document

Take the original documents and photo copies to the person who will be certifying your ID documents.

They should do the following:

- Write or stamp 'Certified to be a true copy of the original seen by me' on each copy of the document
- Sign and date the photocopies
- Print their name under the signature
- Add their occupation, company name, address and telephone number
- If it is a bank/building society, they must use their official stamp

You should note that the person certifying the document may charge you a fee.

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