

# Confirmation of Verification of Identity Private Individual

## Introduction by an FCA Regulated Firm

This Form should be completed by an FCA Regulated Firm to verify the identification of a Private Individual.

Once completed please submit and return to Wealthtime.

## 1 Details of Individual (see explanatory notes below)

Title

Mr  Mrs  Ms  Miss

Other  If 'Other' please state

Forename(s)

Surname

Date of birth

Current address

  
  
  


Postcode

Previous address if individual has changed address in the last three months

  
  
 Postcode 

## 2 Confirmation

I/we confirm that:

- (a) The information in section 1 was obtained by me/us in relation to the customer.
- (b) I/we will make the identification evidence obtained available upon request from Wealthtime Limited.
- (c) The evidence I/we have obtained to verify the identity of the customer: **(tick only one)**
- meets the standard evidence set out within the guidance for the UK Financial Sector issued by JMLSG or
  - exceeds the standard evidence (written details of the further verification evidence taken are attached to this confirmation).

If you require this document in an alternative format please contact us.

The Wealthtime Private Client Service provides a reporting and administration facility and is provided by Wealthtime Limited. Wealthtime Limited (registered number 6016480) is registered in England and has its registered office at The Oak House, Barford Lane, Downton, Salisbury, Wiltshire. SP5 3QA. Telephone: 01725 512925. Fax: 01725 513493. Web: www.wealthtime.co.uk. Wealthtime Limited is authorised and regulated by the Financial Conduct Authority under Firm Reference Number 468461 and you can check this authorisation at www.fca.org.uk/register or by calling the Financial Conduct Authority on 0800 111 6768.

Wealthtime Trustees Limited (registered number 6243467) is registered in England and has its registered office at The Oak House, Barford Lane, Downton, Salisbury, Wiltshire. SP5 3QA.

Signed \*

\* Please ensure that you have ticked one of the boxes in 2(c) - Otherwise this Form will not be accepted.

Name

Position

Date

## 3 Details of Introducing Firm (or Sole Trader)

Full name of Regulated Firm (or Sole Trader)

FCA reference number

## Important

Please note if the client is non resident and/or a non-UK national please also provide a black and white copy of the client's current passport or EU ID Card (This is mandatory).

Please note that whilst we are happy to accept a properly completed IVC, following the 2007 Money Laundering Regulations, some investment institutions particularly where the client has been included in the account opening process now want us to do our own money laundering of the client because of the provision that prohibits "passing on" verification carried out by another firm. We would therefore recommend that copies of all client documents seen by you should accompany your IVC so we may carry out our own money laundering should the need arise. We also reserve the right on a random basis to request sight of the original documents in order to comply with the regulators guidance on best practice for fighting Financial Crime.

## Explanatory Notes

1. A separate confirmation must be completed for each customer (e.g. joint holders, trustee cases and joint life cases). Where a third party is involved, e.g. a payer of contributions who is different from the customer, the identity of that person must also be verified, and a confirmation provided.
2. This Form cannot be used to verify the identity of any customer that falls into one of the following categories:
  - Those who are exempt from verification as being an existing client of the introducing firm prior to the introduction of the requirement for such verification
  - Those whose identity has not been verified by virtue of the application of a permitted exemption under the Money Laundering Regulations or
  - Those whose identity has been verified using the source of funds as evidence.
3. This confirmation must carry an original signature, or an electronic equivalent.