

## What is Money Laundering?

Money laundering is the process through which the true origin and ownership of the proceeds of a crime are changed, so that the proceeds appear legitimate. Solicitors are often targeted because of the services they provide and the position of trust they hold.

## Why do I need to provide ID?

Before we can start to work on your behalf we are obliged under Anti-Money Laundering regulations to verify the identity of all our clients and to be aware of the source of any funds you are using and how they have been generated.

## What documentation do we need?

We need evidence of both your identity and your current residential address and so we will need to see a piece of ID from each list below.

Evidence of your Identity	Evidence of your current residential Address
Valid passport	Council tax
Valid driving licence	Bank, building society, or mortgage statement dated within the last 3 months
National ID Card (non-UK residents or nationals only)	A recent utility bill (not more than three months old) or statement, or a certificate from a utility supplier to pay for services on pre-payment terms (mobile telephone bills are not acceptable)

## How can I provide this documentation?

We will send you a secure link that will enable you to upload your documents via your smartphone, tablet, or computer whenever and wherever you like. All you will need is your original documents and you will be guided through the process by a series of prompts.

Upload your documents and answer a few questions and we will be able to confirm your identity and source of funds without you having to visit one of our offices with your original documents.

For more information about our secure online process please read our guide *'Getting you started quickly, simply and securely'*

Don't worry if you do not have a smartphone, tablet, or computer, just let us know and we can discuss alternative ways to help.

## When do we need this documentation?

We cannot begin working on your behalf until we have received this documentation and so the sooner you send in your documents the quicker we can begin.