

## 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.

We are legally obliged to comply with the Money Laundering Regulations 2017 (as amended) and the Proceeds of Crime Act 2002 and identify who our clients are.

## What has this to do with you?

Whenever we are instructed by a client for the first time and in certain other circumstances, we need to ask you to provide documents to prove your identity before we can take any steps on your behalf.

## What documentation do we need?

We need evidence of both your identity and your current residential address.

Evidence of your Identity (Select one)	
Valid passport	<input type="checkbox"/>
Valid driving license	<input type="checkbox"/>
Armed forces ID card	<input type="checkbox"/>
Firearms or shotgun licence	<input type="checkbox"/>
Biometric residence permit issued by the UK Home Office	<input type="checkbox"/>
Northern Ireland voters card	<input type="checkbox"/>

Evidence of your current residential Address (Select one)	
Council tax bill dated within the last 3 months	<input type="checkbox"/>
Bank, building society, mortgage or HMRC tax statement dated within the last 3 months	<input type="checkbox"/>
House or motor insurance certificate dated within the last 3 months	<input type="checkbox"/>
Bus or similar ID with photo or/and address	<input type="checkbox"/>
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)	<input type="checkbox"/>
Benefit book or original notification letter from the Benefits Agency confirming the right to benefits	<input type="checkbox"/>

## What we do with this documentation

This documentation is kept securely by us and will be processed only for the purposes of preventing money laundering and terrorist financing or as permitted by the Money Laundering Regulations or with your express consent. Our Privacy Notice can be found at [https:// www.mogersdrewett.com/privacy-policy/](https://www.mogersdrewett.com/privacy-policy/). We will also use this documentation to carry out an electronic identity check on you. This is not the same as a credit check.

## Source of Funds and Source of Wealth

Before we accept any money from you or anyone paying money on your behalf, we will need to see evidence as where those funds come from and how they have been generated. Occasionally, we may also need to see evidence as to how your entire wealth has been generated as well.

## When do we need all this documentation?

We cannot begin working on your file until we have received all of this documentation. This may cause a delay to us taking any steps on your matter if it is not provided promptly.

**Please bring your documents into any of our offices and we will take a copy for our file or if that is not possible, then you can arrange for them to be certified by a professional, such as another solicitor, accountant, a bank or a doctor. You will need to let us have the details of the person certifying the documents. The Post Office will also certify documents, although they charge for this service. We can talk to you about alternative steps if you are unable to leave your home.**