

ONLY FOR USE BY MORTGAGE INTERMEDIARIES

Identity **certification** documents

Obtaining certified copies of your documents to verify identification

To help us to process your mortgage application as quickly as possible, we'll need to verify your identification. This can be done simply by providing us with a valid PASSPORT or DRIVING LICENCE for each applicant requested. You can have your documentation certified in person at any NatWest branch. If you are unable to provide a Passport or Driving Licence, you should speak to your Mortgage Adviser for acceptable alternative name identification.

Please bring this form with you if you are taking these documents to a NatWest branch

Important information:

1. Take this form along with the requested documentation to a NatWest branch
2. Remember each individual applicant must visit the branch in person, taking their own documents to be certified, as this is part of the identification process
3. Keep your original documents safely in your possession. The certified copies will be forwarded by the branch

Customer Name:

Mortgage reference number:

For Bank Use Only

Please ensure that you adhere to the process stated in BSM 221 – 7.2.8 when certifying original documentation.

Please add your Branch Stamp here:

Branch telephone number: _____

Branch sort code: _____

Staff name: _____

ISV number: _____

Signature: _____

Date: _____

Certified as a true copy of the original.

Certified copies must be sent via internal mail to the intended recipient.

All copies must be clear and legible. Please ensure each page of the identification documents you copy are certified and verified with the above information.

Please refer to internal guidance for details of where to send this.

NatWest Intermediary Solutions

National Westminster Bank Plc. Registered in England and Wales. No 929027.
Registered Office: 250 Bishopsgate, London EC2M 4AA.

We are authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

May 2024



NatWest