

BIDDERS REGISTRATION AND IDENTIFICATION FORM

Please complete the following details legibly and in full IN BLOCK CAPITALS.

REMINDER

If you are the successful bidder you will need to provide two forms of identification as detailed in Lists A and B below.

If bidding on behalf of a company, and if successful, you will also be required to present a copy of the Certificate of Incorporation and a letter of authority on company letter headed paper and signed by a company director prior to signing the contract.

Bidder: (please fully complete ALL sections legibly)

First Name(s)Surname.....

Address.....

.....Postcode.....

Tel No:Mobile No:

Email:.....

Bidder's Signature.....**Date**.....

Data Protection: The information that you provide on this form and the identification documentation details requested are required under the Money Laundering Regulations 2007 for identification and security purposes and will be retained by Charnock Bates for a minimum of 5 years from the above date. The details may also be supplied to other parties if Charnock Bates are legally required to do so.

A) Identity documents

- Current signed passport
- Current UK driving licence (photo ID)

B) Evidence of Address

- Utility bill – issued within the last 3 months (not mobile phone bill)
- Local Authority Tax Bill for the current year
- Bank, Building Society or Credit Card statement containing current address issued within the last 3 months.
- Current UK driving licence (if not used for evidence of identity).