



## CUSTOMER IDENTITY VERIFICATION FORM

**You'll need to complete this form to satisfy the verification requirements for your client. As an FCA regulated firm you can use this form for both individual and company clients.**

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### 1 Important information

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**Please read this section carefully before completing this form.**

- Please use BLOCK CAPITALS and black ink when completing this form.
- If the plan is being set up for an individual and the contributions are being paid:
  - From their own bank account, or it's a pension transfer from another pension plan, then you'll need to complete Sections 2 and 4.
  - By another person on their behalf, then you'll need to complete Sections 2 and 4.
  - By a company, then you'll need to complete Section 3 and 4 for each company contributing to the plan. If there is more than one company contributing to this plan, you'll need to complete a separate form for each company.
- Please note that you cannot use this form to verify the identity of an individual if you have relied on a permitted exemption defined within the JMLSG guidance. All signatures must be original or an electronic equivalent and if necessary, we can request a copy of the evidence used to verify your client.

## 2 Individual details

Please complete this section with your client's details.

**Client's name**

**Client's current address**

**Postcode**

**Client's previous address**

**Postcode**

**Date of birth**

**Existing Royal London plan number(s)**

## 3 Company details

Please confirm the company type.

Sole trader  Partnership  Limited liability partnership  Limited company (PLC/Ltd)

Charity  Church  Club  Society  Local authority  Government department

**Name of company**

**Type of company**

**VAT number** (if applicable)  **Registration number** (company or charity number)

**Regulatory organisation** (if applicable)

**Company address**

**Postcode**

**Registered office in country of incorporation**

**Postcode**

Name of director/owner	Position	% (if holding/owning more than 25%)	Customer verification form completed

## 4 Declaration

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Please read this section carefully before completing it.

I confirm that:

- The details I have provided in this form are correct and they have been obtained by me/my company.
- The evidence I have obtained to verify the identity of the client/company meets the requirements defined within the current guidance for the UK Financial Sector issued by JMLSG.

**Full name of regulated firm**

**FCA reference number**

**Signed**

**Name**

**Position**

**Date**

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