



Anti-Money Laundering Regulations (“AML”)

Unincorporated Business (Partnership)

We will need the following information/documents **by email** in order to comply with MLR:

➤ **Information:**

- The name and mail and physical addresses of the **business**.
- The full name and private physical address of the **partner principally responsible for instructing us**.
- The full name and private physical address of **a second partner**.

➤ **Documents:**

- A copy of the part of the photo ID (either passport or photo driving licence) showing the likeness of the **first partner** and the document ID.
- Copies of **one document** specified below from each of **two different organisations** in the list (dated within the last 3 months) showing the personal name and address of the **first partner**¹:

ORGANISATION	DOCUMENT
Utility company	Invoice
Local authority	Council Tax invoice
HMRC	Correspondence or Notice
Bank/Credit Card company	Statement

- A copy of **one document** specified above from **one organisation** in the list (dated within the last 3 months) showing the name and physical address of the **business**.

➤ **Agreement:**

- The **first partner's** agreement by email to let us see the originals of the supplied copies on request.

¹ As an example, you could provide 2 utility invoices from different utility organisations OR 1 utility invoice and 1 item of HMRC correspondence

Notes:

1. If you choose to provide HMRC and/or Bank/Credit Card items, please obscure financial information.
2. Please do not send original photo ID by post under any circumstances.