INFORMATION FOR THE BUYER
ANTI-MONEY LAUNDERING REQUIREMENTS

Under the Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017 ("the ML Regulations"), we are obligated to obtain proof of identity for buyers, their agents, representatives including bidders, and ultimate beneficial owners ("relevant individuals"), before an individual is allowed to bid on an auction lot, or an offer is accepted.

PLEASE NOTE YOU WILL NOT BE ABLE TO BID UNLESS YOU SATISFY THIS OBLIGATION

We will need proof of identity for:

(i) the successful buyer and the ultimate beneficial owner/s; and

(ii) if different from the buyer, the buyer's representative (including bidders)

(iii) if you are acting as an agent or representative (including bidding on behalf of) for a buyer, you will need to provide written evidence of authority to act that such capacity

The table below is a general guide to documentation required. If the capacity in which you propose to purchase is not shown, please discuss with the Halls team as soon as possible. In all cases, we will undertake third party electronic identification and verification which may leave a 'soft footprint' on your credit file.

BUYER (the individual or entity that will own the property)	**REQUIREMENTS**
Individual(s)	• Proof of identity
UK Registered Limited Company	• Proof of identity for the individual(s) dealing with the transaction and authority to act if they are not a director • Proof of identity for the individuals who (directly or indirectly) hold more than 25% of the capital, profits or voting rights
A UK registered Limited Liability Partnership	• Proof of identity for the individual (s) dealing with the transaction and authority to act if they are not a member • Proof of identity for all members who benefit from greater than 25% of the profits, or if none two designated members
Unincorporated business or partnership	• Proof of identity for the individual (s) dealing with the transaction and authority to act if they are not a partner or owner • Proof of identity for all members who benefit from greater than 25% of the profits, or if none one other member
Trusts	• Proof of identity for the individual (s) dealing with the transaction and authority to act if they are not a trustee • Copy of the Trust Deed • For UK based Trusts, Proof of Registration from the HMRC trust registration online service • Proof of identity for the settlor(s), two trustees and beneficiaries with an interest over 25%
Foreign registered companies	• Proof of identity for the individual(s) dealing with the transaction and authority to act if they are not a director • Overseas Entity registration number provided by Companies House • Certificate of incorporation, Memorandum and Articles of association, • Registers of directors and shareholders • Proof of identity for the individual(s) dealing with the transaction and authority to act if they are not a director • Proof of identity for the individuals who (directly or indirectly) hold more than 25% of the capital, profits or voting rights
Complex structures	• In addition to the information above, where the partners, members or shareholders are not private individuals we will require sufficient information to understand the group structure and identify the ultimate beneficial owners
Companies listed on a recognised stock exchange, publicly owned bodies, and regulated entities	• Proof of identity for the individual(s) dealing with the transaction and authority to act • We may require additional information

Personal data requested and retained by Halls Holdings Limited for the purposes of anti-money laundering will only be processed for these purposes.

Your purchase will not be allowed to proceed until the firm has satisfactorily completed its anti-money laundering checks.

Halls Holdings Limited will only accept certified documents validated by professionals registered to an appropriate supervisory/professional body – i.e. Notary Public, Commissioner for Oaths, Solicitor, Chartered Accountant, Chartered Surveyor, Dentist, Doctor, Minister of Religion, Councillor, FCA regulated person, Member of Parliament, or Scottish/Welsh/Northern Ireland Assembly Member, serving police officer, embassy, consulate, or high commission officer in the country of issue, and Post Office official via the Post Office Certification Service.

List One - Proof of Name Please provide one of the following:	**List Two- Proof of Address** Please provide one of the following:
✓ A valid signed passport ✓ Original birth certificate (UK birth certificate issued within 12 months of the date of birth in full form including those issued by UK authorities overseas, such as, Embassies High Commissions and HM Forces) ✓ EEA member state identity card (which can also be used as evidence of address if it carries this) ✓ Current full UK or EEA photocard driving licence (provisional not accepted) ✓ Full old style UK driving licence ✓ Photographic registration cards for self-employed individuals in the construction industry -CIS4 ✓ Benefit book or original notification letter from Benefits Agency ✓ A Firearm or Shotgun Certificate ✓ Residence permit issued by the Home Office to EEA nationals on sight of own country passport ✓ National identity card bearing a photograph of the applicant	✓ Utility Bill issued within the last 3 months showing your current address. (Mobile Phone and Credit Card Statements not accepted) ✓ Council Tax bill for the current council tax year ✓ Current full UK driving licence (but only if not used for Proof of Name) ✓ Bank, Building Society or Credit Union Statement or Passbook dated within the last three months ✓ Original mortgage statement from a recognised lender issued for the last full year ✓ Photographic registration cards for self-employed individuals in the construction industry -CIS4 ✓ Solicitors letter within the last three months confirming recent house purchase or Land Registry confirmation of address ✓ Council or Housing Association rent card or tenancy agreement for the current year ✓ Benefit book or original notification letter from Benefits Agency ✓ HMRC Self Assessment letters or tax demand dated within the current financial year ✓ Electoral Register entry or NHS Medical Card or letter of confirmation from GP practice of registration with the surgery

For some clients, we may request additional information which may include information on how the buyer intends to fund the purchase – called Source of Fund (SoF) checks. There is further information below.

SOURCE OF FUNDS (SOF) CHECKS

How can I provide proof?

- Agreement in principle/mortgage in principle/lending agreement
- Bank statements of your deposit amount (for mortgage buyers)
- Bank statements of your cash amount (for cash buyers)
- Further bank statements from past months/years to show how your money has built up over time
- Evidence of selling a property (if using the funds to buy the new property)
- If gifted money, a letter from whoever gifted the money
- Evidence of money being left in a will
- Receipts of shares being sold

If in any doubt on the requirements, please speak to a member of our team.