

**CLIENT INFORMATION QUESTIONNAIRE**

Please complete the details below as fully as possible

**CLIENT** How did you hear about us? .....

**TITLE** **SURNAME**

**FORENAME(S)** **MIDDLE NAME** .....

**ANY OTHER/PREVIOUS NAMES** .....

**ADDRESS** [

**Have you been at this address for LESS than 3 months?** Yes  No

If yes, please give previous address.....

**TELEPHONE** Home (.....) ..... Work (.....) .....

Mobile (.....) ..... Fax (.....) .....

**EMAIL** .....

**IDENTITY INFORMATION**

**DATE OF BIRTH** ..... **MARITAL STATUS** .....

**SURNAME AT BIRTH** ..... **OCCUPATION** .....

**PASSPORT NO** .....

**DRIVING LICENCE NO** .....

Please provide a black and white photocopy of both Passport and Driving Licence

**NATIONAL INSURANCE NUMBER**

This information is important to us and may help to expedite progress on your case; please telephone us if there is anything you cannot supply when returning this form to us.

**CLIENT**

**TITLE** **SURNAME**

**FORENAME(S)** **MIDDLE NAME** .....

**ANY OTHER/PREVIOUS NAMES** .....

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**Mortgage Account Number(s)** .....

Please see identification requirements on reverse of form and supply a COPY of a document from list A and one from list B

<b>A</b>	Full UK/EU Passport Full UK/EU Driving Licence* Pension book/benefit book* HM Forces ID card Young person's NI card (under 18 only)* Pensioner's travel pass* Bank/Building Society Passbook* National Identity Card* Bank or Recognised Debit Card
<b>B</b>	Gas, electricity or other utility bill Mortgage Statement Council Tax demand, Inland Revenue coding Bank/Building Society/credit card statement* Medical card * Tenancy Agreement* Council/Housing Association Rent Book TV/Vehicle Licence Reminder*  <b>Note: the utility bill, mortgage statement, bank/ building society or credit card statement or Council tax demand should be less than three month's old</b>

**IF you are buying a property with the aid of a mortgage the documents marked with a \* are not normally acceptable to a lender and it would be better to supply the other documents listed.**