

Identity Verification Form for a company or other group

Before we can accept any payments, such as contributions or rent payments, or make any payments, such as death benefits, we are required to verify the identity of the entity.

Please use this form to give us the details we will need to complete this identity check.

For Your Future SIPP, MasterSIPP, SmartSIPP, SimSIPP and Suffolk Life SIPP, please return your completed form to:

Curtis Banks, 153 Princes Street, Ipswich, Suffolk, IP1 1QJ

For all other Curtis Banks SIPP products, please return your completed form to:

Curtis Banks, 3 Temple Quay, Bristol, BS1 6DZ

Plan number / Application ID (if
known)

FA number / Property address*

*This field can be left blank if the client has not invested in commercial property

1 Details of entity

What type of company, group or
legal entity will be making or
receiving the payment?

Public company
(quoted)

Public company
(unquoted)

Private Limited
company

Limited liability
partnership

Partnership

Charity

Club

Society

Trust

Sole trader

If the entity is none of these, but is an individual person, please complete our Identity verification certificate for private individuals, available on our website or on request from us.

Full name of entity

Nature of Business

Registered address of entity

If different from the registered address, please also provide details of the operating address.

Operating address of entity

Company registration number

Only required if the entity is registered

Name of the issuer of the
registered number

2 Details of individuals

- Before we can make or accept any payments to or from the entity, we are required to electronically verify the identity of:
 - Two individuals that are directors, trustees or controllers; or
 - One owner, shareholder or partner with a shareholding of 25% or more.
- Please provide details of individuals so that we are able to conduct the relevant checks. If a check on an individual fails, we will attempt to verify an alternative individual. If no additional details have been provided, we will contact you to obtain these.
- If the entity is fully owned by a corporation (not an individual), we will run electronic check's to verify the entity, unless it is listed on a recognised stock exchange or regulated by a recognised regulatory body. If we require further information, we may request a separate copy of this form to be completed.

Please note: If an individual does not have a UK based address, we may require additional information in order to complete verification. Please call a member of the SIPP Support Team on 0370 414 7000 for further details.

Example

1

Name

Mr John Adam Director

Date of birth

01/01/1960

Home address

1 Second Avenue
London
AB1 2CD

Role

Shareholder

Percentage share

50%

2

Name

Date of birth

Home address

Role

Percentage share

3

Name

Date of birth

Home address

Role

Percentage share

4

Name

Date of birth

Home address

Role

Percentage share

2 Details of individuals (continued)

5

Name
Home address

Date of birth

Role

Percentage share

3 Additional requirements

If the entity is a sole trader or partnership, please provide copies of the following documentation:

- HMRC tax notification: Notice of assessment, or Bank statement linking the individual and the company name, where the entity is a sole trader
- The partnership agreement, where the entity is a partnership

4 Declaration

- We accept that Curtis Banks will aim to electronically verify the identity of the entity, that of its ultimate parent undertaking and those of any directors, trustees, partners or controlling shareholders, to satisfy anti-money laundering regulations.
- By signing below, we confirm that we have authority from our ultimate parent undertaking, our directors or trustees and our owners.
- In the event that Curtis Banks is unable to complete the identity verification electronically, we acknowledge that they will request documentary evidence as an alternative.
- We acknowledge that Curtis Banks will not be able to process any amounts paid or make any payments until sufficient identification has been provided.

Details and signature of authorised individuals of the entity

First signatory

Name
Signature

Date
Position
Telephone
Email

Second signatory (if applicable)

Name
Signature

Date
Position
Telephone
Email

For literature in alternative formats, such as Braille, large print, audio or E-text, please call us on 0370 414 7000, or via the Typetalk service on 18001 0370 414 7000.

Curtis Banks Limited,
3 Temple Quay,
Bristol, BS1 6DZ

T 0370 414 7000
F 0370 414 8000

curtisbanks.co.uk

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153 Princes Street,
Ipswich, IP1 1QJ

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F 0370 414 8000

Call charges will vary. We may record and monitor calls.

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