

Clarkes

RESIDENTIAL SALES & LETTINGS AGENCY



Buying a property ?

Let's get you verified
and on your way



www.clarkesproperties.co.uk
Registered Company Number
9094795



FIRSTLY, Congratulations! Your offer has been accepted, subject to verification

Here's what we need in order to complete verification and get your purchase underway:

COPY DOCUMENTS:

1. Full Names & Addresses of the buyers
2. Proof of ID (Passport and/or Driving Licence) for each named buyer
3. Proof of Address (Utility Bill or Bank Statement etc.) for each named buyer + 3 Years address history
4. National Insurance Number
5. Proof of Deposit Funds or details of equity in related property sale
6. Mortgage Agreement in Principle if obtaining a mortgage
7. Proof of balance of funds if cash purchase/no mortgage

ADDITIONAL INFO:

8. Solicitor Details (Name, Address and contact information)
9. Agent and buyer details if there is a related sale
10. Contact Details for your Mortgage Broker (If applicable)

Anti-Money Laundering Checks

In order to complete our verification and to comply with anti-money laundering regulations, we will be carrying out an anti-money laundering check. For more information of what this is, please feel free to call the office on 01202 533377

The above documents are required within 2 working days of your offer being accepted. You can e-mail copies, pictures or scans if that is easier.

PRE CONTRACT HOLDING DEPOSIT (Optional Arrangement)

If you are paying a pre contract holding deposit, please pay £1000 into the Clarke's Client Account (Acc. No.73663248; Sort Code: 40-13-06)