

N.L. Oakes

NOTARY PUBLIC



NOTES ON ID REQUIREMENTS

PLEASE READ THIS CAREFULLY - IT WILL SAVE TIME LATER

One of the things that I am obliged to do as a notary is to identify the persons whose signatures I am asked to witness.

Unless you are personally known to me you must provide evidence of your identity at our appointment. You should provide one of the documents from List A and one from List B; or if you do not have a document mentioned in List A, two of the documents in List B:

List A

- a valid full passport; or
- a valid H M Forces identity card with the signatory's photograph; or
- a valid UK Photo-card driving licence.

List B

- a cheque guarantee card, credit card (bearing the Mastercard or Visa logo) American Express or Diners Club card, debit or multi-function card (bearing the Switch or Delta logo) issued in the United Kingdom with an original account statement less than three months old; or
- a firearm and shot gun certificate; or
- a receipted utility bill less than three months old; or
- a council tax bill less than three months old; or
- a council rent book showing the rent paid for the last three months; or
- a mortgage statement

Please note that I **will not** notarise a document **under any circumstances** if the signatory fails to produce appropriate ID documents to me at our meeting.