

### Section A – Proof of Identity

Please use a tick to indicate the document you have attached (**originals** only please):

- Current Valid Passport (Identification page only)
- Full current driving licence with photo
- Pensioner's travel pass
- Credit reference agency search

### Section B – Proof of Address

Please use a tick to indicate the document you have attached (**originals** only please)  
(The documents listed below are to be **no more than 3 months old**)

- Utility bill (Gas / electric / water rates) **Mobile phone bills are not acceptable**
- Bank / Building Society / Credit Card Statement
- Inland Revenue / Council Tax demand
- Social welfare documents

---

### For completion by Mark McLaughlin Associates Ltd

Client Name .....

Matter description .....

Client reference ..... New / Existing client (please circle)

Connected Clients (Client Codes) .....

**I have received and made certified copies of the requisite documents as indicated above**

**Signed** .....

Name .....

Date .....

**Attach this form to the certified documents for filing.**