



# When Buying A House

When buying a property, we require you to confirm your ID and where you have secured your money from to buy the property. This is standard practice for all estate agents and we have a legal duty to do so.

To find out why, please read this guide.

## PROOF OF FUNDS

We will ask for proof of funds once you've put an offer in if there are multiple offers submitted, or once your offer has been accepted by our client. We are not only checking you have the money to purchase the property but also that you haven't acquired it through criminal means. We will not be able to proceed any further until you have provided this proof.

### How can I provide proof of funds?

When it comes to providing proof of funds, you can do so via the following means:

- an agreement in principle/mortgage in principle
- bank statements of your deposit amount (for mortgage buyers)
- bank statements of your cash amount (for cash buyers)
- further bank statements from past months/years to show how your money has built up over time
- evidence of you selling a property (if using the funds to buy the new property)
- if you've been gifted the money, a letter from whoever gifted the money
- evidence of money being left to you in a will
- receipts of shares being sold

In more unique circumstances, if you've been lucky enough to win the lottery, you may be asked to prove so. Likewise for gambling winnings where you could be asked for receipts/evidence of winnings. It's best practice to retain evidence of where all the funds going towards your purchase have come from, this way you can be prepared should we or your solicitor require it. Your mortgage lender, solicitor/conveyancer will also ask for proof of where your money has come from. Do not be put off if you get asked for proof more than once—it is a legal requirement for everyone to check where your money has come from.

## PROOF OF ID

It is our legal duty to make sure that you are who you say you are. We will ask you for proof of your current address and your identity. This process is called 'Due Diligence' which forms part of our checks. You will be asked for some of the following forms of proof of identification.

### Proof of name:

- current passport
- residence permit
- current UK/EU photo driving license
- HMRC (Inland Revenue) Tax Notification
- state pension or benefits book/notification letter

### Proof of address:

- a current tax bill from your local authority
- rent card or tenancy agreement from your local authority
- recent mortgage statement
- bank statement
- utility bill (not mobile)

## CHOOSING A CONVEYANCE OR SOLICITOR

A solicitor or conveyancer will handle the legal transfer of your property. They are a vital part of the process so it's important to pick one that's right for you.

We can help you here by providing a quote from a local panel of solicitors who we trust and work closely with on a day to day basis.



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Purchasing property in the UK is a common method used by organised criminals to launder the proceeds of criminal activity. The sheer size of the property market in the UK and the high value of property assets means that extremely large amounts of criminal funds can be 'cleaned' in a single transaction, giving it the appearance that it has been acquired legitimately. In April 2018, the European Parliament passed the Fifth Money Laundering Directive on the prevention of money laundering and terrorist financing. For this reason, estate agents must do these checks on everyone buying a property to make sure the money is coming from a legitimate source—they can be fined or imprisoned if they don't.