

Personable Excellence.

We're here to guide you through the immigration process.

American Immigration Law Office Ltd.

Ioana C Hyde, Attorney At Law

Anti-Money Laundering Checklist

To comply with anti-money laundering regulations, the American Immigration Law Office LTD is required by law to obtain from you one document from each of the two lists below (two documents in total):

PROOF OF IDENTITY

Please provide ONE of the following:

- ✓ Valid passport (photo & signature page)
- ✓ Current UK or EEA photocard driving licence (excludes provisional licenses)
- ✓ EEA member state photo identity card

Identity documents must be current and valid, issued by an official government authority and include the person's:

- Full Name
- Clear visible picture which identifies the person
- Signature

PROOF OF RESIDENTIAL ADDRESS

Please provide ONE of the following:

- ✓ Utility bill issued within the last three months (excludes mobile phone bill)
- ✓ Local authority council tax bill for the current council tax year
- ✓ Most recent Bank, Building Society or Credit Union statement (excludes credit card statements)
- ✓ Original mortgage statement from a recognised lender issued for the last full year
- ✓ Council or housing association rent card or tenancy agreement for the current year
- ✓ Electoral Register entry
- ✓ Inland Revenue self-assessment or tax demand

Please ensure that the documents reach us at least 24 hours in advance of your consultation.

If possible, please send us **electronic copies** of these two documents. You can scan the documents with a scanner (available in many libraries and print shops) or download and use a document scanning app onto your smartphone (CamScanner is one of many free smartphone scanning apps). As email is not secure, we recommend that you do not email these documents to us. Please contact the firm requesting to send the documents via secure email and we will make the appropriate arrangements.

If this is not possible, please post copies of these two documents to the firm via a secure, tracked method (recorded delivery or special delivery). Otherwise, if attending an in-person consultation, please bring the documents with you to the appointment.