

How to complete this form

Please complete all sections as directed. Once completed, you can email this to us at support@octopusinvestments.com, or post to: **Octopus Investments Limited, PO Box 10847, Chelmsford CM99 2BU.**

By completing this form, you agree that on request from Octopus Investments, you will make the following immediately available:

- Any information about the customer (and any beneficial owner) that you obtained when applying client due diligence measures. These might be things like identity documents, utility bills or bank statements.
- Copies of any identification and verification data or documents on the identity of the customer (and any beneficial owner).

Section 1 – Details of the individual

Title	First name(s)	Last name
Address		Postcode
Previous address (if the individual has changed address in the last three months)		Postcode
Date of birth (dd mm yyyy)	Account number, if known (e.g. CON12345)	

Section 2 – About the adviser/intermediary

Company	
Company FCA number	Adviser FCA number

Section 3 – Confirmation

By submitting this form I/WE AGREE THAT:

- The information in **Section 1** above was obtained by me/us in relation to the customer.
- The evidence that I/we have obtained to verify the identity of the customer (**tick one box only**).
 - ☐ Meets the standard evidence set out within the guidance for the UK financial sector issued by the joint money laundering steering group.
 - OR**
 - ☐ Exceeds the standard evidence (written details of the further verification evidence taken are attached to this confirmation).

Adviser/intermediary signature	Adviser/intermediary name
	Job title
	Date signed (dd mm yyyy)



Please note

A separate version of this form must be completed for each customer (e.g. joint holders, trustee cases and joint life cases). Where a third party is involved (e.g. a payer of contributions who is different from the customer), the identity of that person must also be verified, and this completed form must be provided.

This form cannot be used to verify the identity of any customer that falls into one of the following categories:

- Those who are exempt from verification because they are an existing client of the advisory firm prior to the introduction of the requirement for such verification.
- Those who have been subject to simplified due diligence under the money laundering regulations.
- Those whose identity has been verified using the source of funds as evidence.



0800 316 2067
support@octopusinvestments.com
[octopusinvestments.com](https://www.octopusinvestments.com)



Send completed form to:
Octopus Investments
PO Box 10847
Chelmsford CM99 2BU