



Registration Notes

Due to the changes made to the Money Laundering Regulations, we are now required by law to verify the identity and address of everyone who offers, bids or buys at our Bagshaws Property Auction.

Therefore, you will need to register before the auction starts if you are intending to bid!

We will need one proof of photo ID and one proof of residence. Failure to produce the correct ID will mean you will not be eligible to bid at the property auction.

How to Register

- In person at any of our offices, with your original paperwork, where we will verify the ID
- The post office can verify up to three forms of identification, there is however a charge for this service. For more information please see www.postoffice.co.uk/document-certification-service
- A professional body (Solicitor, accountant etc.) can also certify your ID and directly send it on your behalf to uttoxeter@bagshaws.com (these parties may charge for this service).
- Bring all the relevant documentation to the auction venue one hour before the commencement of the auction to register, free of charge.

If you are bidding on behalf of a company, you will also need to show a copy of the Certificate of Incorporation, a list of directors and a letter of authority on Company letterhead, signed by a company director, prior to signing the contract.

Acceptable Forms of ID – you must have one of each

PHOTO IDENTIFICATION

- Current full UK/EU photo driving licence.
- Valid ID card.
- Current, signed passport.
- Residents permit issued by the Home Office to an EU National.
- Firearm or shotgun certificate.

PROOF OF RESIDENCE

- Recent bank or building society/credit card/mortgage statement.
- Recent Council Tax bill.
- HMRC tax notification.
- Current UK/EU photo card driving licence (if not being used as photo identification).
- Utility bill (must be within the last 3 months).

For Bagshaws Use ID Verified	Photo ID Type	Photo Verified Y/N
	Proof of Residence ID Type	Date – Verified – Y/N

NUMBER



Registration Form

We will need one proof of photo ID and one proof of residence, see overleaf for examples.
Failure to produce the correct ID will mean you will not be eligible to bid at the property auction.

Name of bidder: _____

Name of buyer (if different): _____

Full Postal Address including Postcode:

Home Telephone number: _____

Mobile Telephone number: _____

Work Telephone number: _____

Email: _____

Solicitors Name: _____

Full Address including Postcode:

Telephone Number: _____

Signature: _____

Date: _____

Under the new GDPR (data protection) regulations which come into effect on 25th May 2018, Bagshaws LLP are committed to protecting your personal information. Bagshaws LLP are required to inform you of how the data you have supplied to us will be processed.

By completing the Auction Registration form you are consenting to your data (as completed on the form) being held by Bagshaws LLP. The information supplied to us will be held securely on a company database, the data will not be used for any other purpose or shared with any third parties. Your information will be held for a period of 3 months and then destroyed. To update/remove your data at any point, please contact gemma.wall@bagshaws.com

If you wish to be added to our mailing list and sent information about future property auctions or properties for sale, please give your consent by ticking the box