**Form ID3 – CERTIFICATE OF IDENTITY**

Application Number (LR use only)

**APPLICANTS IN PERSON** –For use in the Land Registry only

**WARNING**

**If you dishonestly enter information or make a statement that you know is, or might**

**be untrue or misleading and intend by doing so to make a gain for yourself or another**

**person, or to cause loss or the risk of loss to another person, you may be liable on**

**conviction on information to imprisonment for a term not exceeding two years or to a fine, or to both as per Section 74 of the Land Registration Act 1982 in addition to any separate offences which you may be committing under the Fraud Act 2017**

**FOR COMPLETION BY ALL PARTIES (INCLUDING COMPANY SIGNATORIES) WHO ARE NOT REPRESENTED BY AN ADVOCATE**

**Any parts of the form that are not typed should be completed in block capitals.**

**This form must be completed no more than three months before lodgement of the application with Land Registry.**

A separate form must be completed by **each** individual person for whom evidence of identity is required.

**(1) INDIVIDUAL DETAILS**

|  |  |
| --- | --- |
| Title (Mr, Mrs, Miss, Dr, etc.) |  |
| First name(s) (Provide full names) |  |
| Surname |  |
| Date of birth (dd/mm/yyyy) |  |
| Current residential address |  |
| Any other address(es) you have lived at within the last five years (with dates)  Use additional sheets if necessary |  |
| Contact telephone number/s |  |
| E-mail address (if any) |  |

**(2) COMPANY DETAILS**

Complete this section only if you are acting in this transaction for a body corporate or other organisation

|  |  |
| --- | --- |
| Capacity (Director, Secretary etc) |  |
| Name of Company |  |
| Isle of Man Registered Company Number\* |  |
| **For companies not registered in the Isle of Man only:** |  |
| Jurisdiction of Registration |  |
| Company Number |  |

\*Please note that any company which owns property in the Isle of Man **must** register as an F-Company with the Isle of Man Companies Registry pursuant to the Foreign Companies Act 2014

Continued overleaf…

I authorise the Isle of Man Land Registry to make such additional searches and checks as necessary to confirm my identity

**Signed: Dated:**

**(3) AFFIDAVIT OF INDIVIDUAL**

I (print name)

**make oath and say / solemnly affirm and declare** (delete as applicable)

that the information that I have provided in this form is correct to the best of my knowledge and belief.

SWORN at by (individual to sign)

This day of 20

Before me (print name Commissioner for Oaths)

Signed:

Commissioner for Oaths

**(4) CERTIFICATE OF COMMISSIONER FOR OATHS**

To be provided by the Commissioner for Oaths in all cases:-

I (Commissioner for Oaths)

of (business names and address )

certify that (name of individual)

has produced to me the originals of the evidence of identity indicated in Schedule 1 below and which I have inspected.

I confirm that the photograph attached, and which I have signed, is a true likeness of the person who has provided this evidence to me in person.

Signed: Date:

Commissioner for Oaths

NOTES:

* The Commissioner for Oaths should certify each copy document set out below in Schedule 1.
* The Land Registry may contact the Commissioners for Oaths to check that this form is genuine.
* Where identity is verified by a Commissioner for Oaths outside the Isle of Man or United Kingdom evidence must be enclosed with this form of that Commissioner for Oaths’ authority to practice in their jurisdiction.

Continued overleaf…

**(5) PHOTOGRAPH OF INDIVIDUAL**

Staple or loosely attach the recent colour passport-size

photograph here

The Commissioner for Oaths must print “Certified by [name of Commissioner] to be a likeness of a person claiming to be [name of individual]” sign it and add the date.

The photo must be on photographic paper.

Please staple or otherwise loosely attach the photograph to the form. Please do not glue the photograph to the form.

**SCHEDULE 1 – EVIDENCE OF IDENTIFICATION**

Photo ID documents should be in colour and certified as a:

‘***True copy of the original document and a true likeness of the person who has provided this evidence to me*’**

Documents submitted as evidence of address should be certified as a:

*‘****True copy of the original document****’*

All copies should be signed and dated by the Commissioner for Oaths.

1. For all parties (individuals and representatives of companies) please provide:
2. **One** of the following:

* Current valid full passport
* Current United Kingdom or Isle of Man photocard driving licence including counterpart where applicable (not a provisional licence)
* Current full UK driving licence (old version)
* Recent income tax notification

**AND**

1. **Two** of the following, showing your current residential address:

* A rates, council tax or utility bill valid for the current year\*
* An account statement from a recognised bank, building society or credit card company\*
* A recent mortgage statement from a recognised lender\*
* A current UK or Isle of Man driving licence (if not used as verification of identity)

\*not more than 3 months old and received by the individual in the post

1. For companies **not** registered in the Isle of Man, please provide **ALL** of the following:

* Certificate of Incorporation
* Certificate of Good Standing
* Evidence of the individual’s authority to represent the corporation

NOTE: Any company which owns property in the Isle of Man **must** register as an F-Company with the Isle of Man Companies Registry pursuant to the Foreign Companies Act 2014. These documents are **not required** for any company which has been registered at the Isle of Man Companies Registry.

1. For persons signing under a Power of Attorney (in addition to (1) above) please provide:

* The deed of Power of Attorney

**OR**

* If the Power of Attorney is recorded in the Deeds Registry, the reference number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Continued overleaf…

NOTE: If the date of the Power of Attorney is more than 12 months before the date of the transaction being registered a statutory declaration pursuant to Rule 103 of the Land Registry Rules 2000 is required. Please contact the Land Registry for more information.

**If any individual is unable to supply the documents listed above, please contact the Land Registry to discuss suitable alternatives BEFORE attending the Land Registry to present an application.**