

Client Due Diligence 1

Certification of Originals

Where any of the original documents required by SYL have not been seen by us, then copies thereof must be certified by a suitable certifier in the manner specified below.

Certifier

Examples of suitable persons who can certify the requested document(s) are:

- a lawyer or notary public (member of recognised professional body)
- a member of the judiciary, government official, police or customs official
- an officer of an embassy, consulate or high commission in the country of issue
- a bank manager or director of a European licensed bank, or
- in the case of a legal body who is a client, the company secretary, director, manager or equivalent officer of the legal body.

Please send the original certified copy documents with the original signature of the certifier to SYL. A scanned, photo or fax copy will *not* be sufficient.

Form of certification - photo identification

The certifier must have seen the original document and have met the holder of the document.

The certifier must write the following statement on the copy document and provide details of the certifier as set out below the statement:

I hereby confirm that this is an exact copy of the original document and that I have met the holder of this document and confirm that the photograph on the document is true likeness of the holder.

*[Date]
[Signature of certifier]
[Full Name of certifier]
[Address of certifier]
[Signing capacity of certifier]
[Professional number]*

Form of certification - other documents

The certifier must have seen the original document.

The certifier must write the following statement on the copy document and provide details of the certifier as set out below the statement:

I hereby confirm that this is an exact copy of the original document.

*[Date]
[Signature of certifier]
[Full Name of certifier]
[Address of certifier]
[Signing capacity of certifier]
[Professional number]*

Thank you for your assistance