



**Guide to Overseas
Entity Verification**

What Information and Documentation Is Required?

Verification of an Overseas Entity

What information is required to verify the details of an overseas entity?

1. The name, registration number and date of registration of the company
2. The country of incorporation
3. The registered office address or principle office address
4. The service address
5. The company's legal form (limited by shares, Limited Liability Partnership etc.)
6. Email address
7. Law by which the entity is governed
8. Details of any public register in which the entity is registered

If the information is available on a public registry, we will get the information from the registry. Please include the name and website of the public registry if you know it.

If the information is not available on a public registry, we require evidence from a lawyer in the same jurisdiction as the company or a corporate service provider or agent.

What documents are required to verify the details of an overseas entity?

- Certificate of Incorporation
- Memorandum and Articles of Association
- Company Registers including Registers of Directors and Shareholders

Verification of an Ultimate Beneficial Owner (UBO)

What information is required to verify an individual ultimate beneficial owner?

If the ultimate beneficial owner (UBO) is an individual, the following will be required:

1. Name
2. Date of birth
3. Nationality
4. Primary residential address
5. Service address, also known as a correspondence address
6. Date on which they became a registrable beneficial owner of the entity
7. Which conditions the individual meets to qualify as a beneficial owner
8. Whether the individual is a designated person under the Sanctions and Anti-Money Laundering Act 2018

What documents are required to verify an individual ultimate beneficial owner and what is the process?

1. A valid passport that contains the individual's name, date of birth and nationality for proof of identity
2. A utility bill or bank statement issued within the last 3 months for proof of residential address
3. A secure link from CreditSafe will be sent to you via email and SMS. Upon receipt of the link, you can take a live selfie and upload both forms of identification. Our AML team will review your documents and confirm that the identity check has been successfully completed or request further information if required.

We may also require you to send certified copies of your passport and proof of residential address. These documents should be certified by a qualified accountant, lawyer or notary. Documents not in the English language should be accompanied by a certified translation. The certifier should provide their name and contact details so that we can verify the authenticity of the certification.

Please note: Alternative information may be required if the ultimate beneficial owner is another legal entity or government or public authority.

Verification of Managing Officers

What information is required to verify a managing officer?

If the ultimate beneficial owners have been identified, no further identification is required. If there is no identifiable UBO, the managing officer(s) should be verified with the following information:

1. Name (and any former name)
2. Date of birth
3. Nationality
4. Primary residential address
5. Service address
6. Business occupation
7. Description of the officer's roles and responsibilities

What documents are required to verify the managing officer(s) of the overseas entity and what is the process?

1. A valid passport that contains the individual's name, date of birth and nationality for proof of identity.
2. A utility bill or bank statement issued within the last 3 months for proof of residential address.
3. A secure link from CreditSafe will be sent to you via email and SMS. Upon receipt of the link, you can take a live selfie and upload both forms of identification. Our AML team will review your documents and confirm that the identity check has been successfully completed or request further information if required.

We may also require you to send certified copies of your passport and proof of residential address. These documents should be certified by a qualified accountant, lawyer or notary. Documents not in the English language should be accompanied by a certified translation. The certifier should provide their name and contact details so that we can verify the authenticity of the certification.

Contact Us

For more assistance with the Register of Overseas Entities, contact our friendly team via email, telephone or live chat.



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