

PROOF OF IDENTIFICATION AND ADDRESS INFORMATION

In order to register and bid at auction, all buyers and registered bidders must provide two forms of identification. You will need to have at least one form of identification and one document to verify your proof of address. If you fail to submit the requested documentation, we will be unable to complete registration.

ACCEPTABLE DOCUMENTATION



Photo ID

- Signed Passport – In Date
- Current Full UK/EU Driving Licence
- HMRC Tax Notification



Proof of Address

- Current Full UK/EU Driving Licence
- Utility Bill no more than 3 months old
- UK Bank/Building Society Statement
- Council Tax Bill

Info required if different to the above

- **Are you purchasing jointly or with others?**
 - ID is required for each buyer.
- **Are you bidding on behalf of an unincorporated partnership or business?**
 - ID for bidder
 - Certificate of Incorporation
 - Letter of Authority from the Company with authorisation to bid on their behalf
- **Are you bidding as an Agent for the buyer?**
 - ID for the bidder
 - ID for the buyer
 - Letter of Authority from the Company with authorisation to bid on their behalf
- **Are you purchasing on behalf of a Limited or Limited Liability Partnership?**
 - ID for the bidder
 - Certificate of Incorporation
 - Full names of Directors
 - Proof of Address – Registered Office
 - ID for Shareholders with more than 25% of share capital
- **Are the providers of funds different to the bidder or buyer?**
 - ID for the buyer
 - ID for the bidder
 - ID for the person providing funds



Benjamin Stevens Auctions will issue a link to verify your identity using the CREDAS app

How to verify your identity using the Credas app

The Credas mobile app has been designed to be secure, quick and easy to use, enabling you to **verify in less than a minute.**

- 1** Receive an invite via email or SMS
- 2** Click the link to download the app
- 3** Enter your unique code
- 4** Enter your email
- 5** Check the details
- 6** Read & accept T&Cs
- 7** Select Take A Selfie

Your unique code will be in your email or SMS



- 8** Take a selfie
- 9** Copy the action
- 10** Select Scan ID
- 11** Select ID Document

A selfie performing an action proves that you're real

Don't forget to have your photo ID to hand

i If you're unsure about what ID document(s) are required or why you've been asked to complete a verification, please contact the business that sent the request.

- 12** Scan ID Document
- 13** Check the scan is clear
- 14** Click Submit
- 15** All Done!

Make sure your ID is readable and clear with no glare or blur

No data is held in the app.



Simple. Slick. Smart.

support@credas.co.uk | www.credas.co.uk