

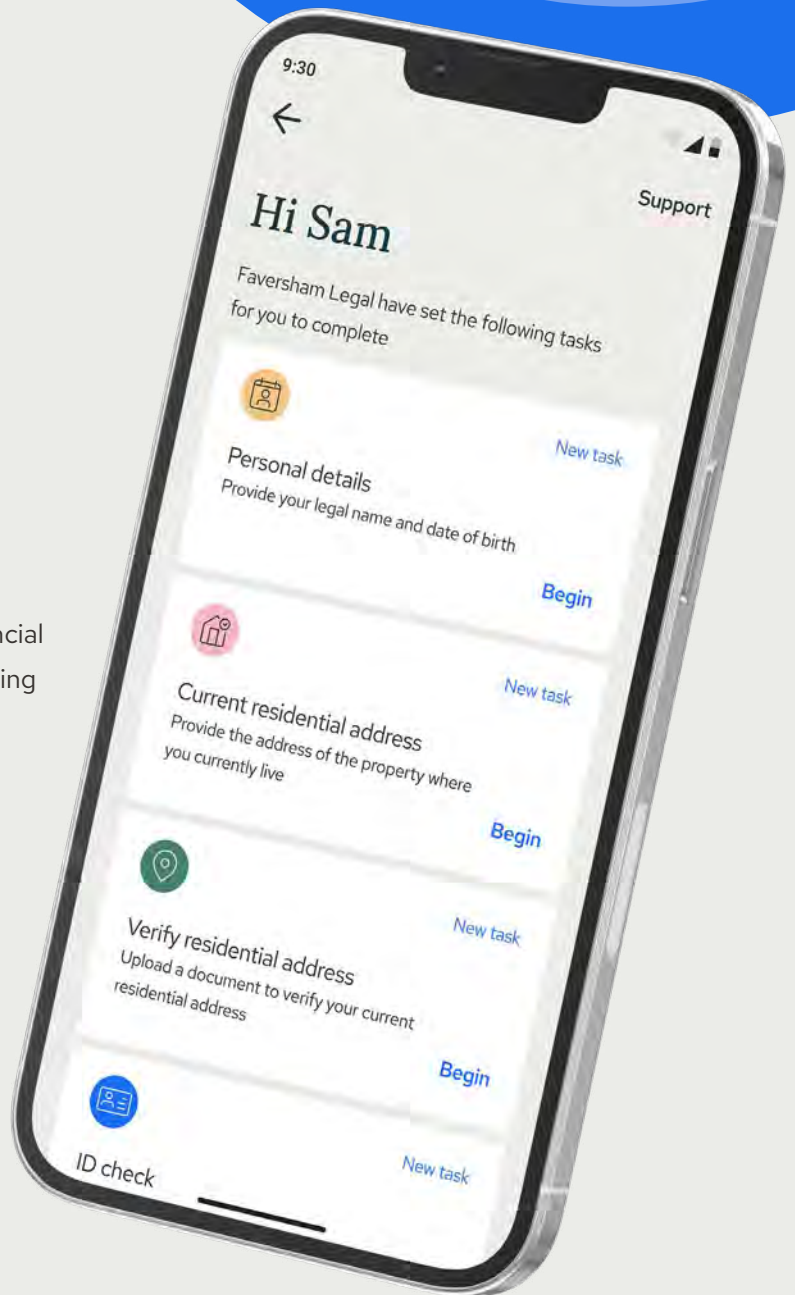


Thirdfort user guide

Thirdfort is a free app that gives you the ability to verify your identity and share required documentation with your legal, property or financial team. No more printing, posting or time consuming office visits, you can do it all quickly and safely with Thirdfort.

In this guide, we'll cover the following:

1. Why businesses use Thirdfort
2. Getting started with your tasks
3. How to use the Thirdfort app



Why businesses use Thirdfort

By law, when dealing with large amounts of money, businesses are legally required to understand where that money comes from, and be sure it is legitimate. These requirements or regulations are put in place to help stop financial crime and fraud, like money laundering.

Anti-money laundering (AML) verification is an identity assessment to ensure that anyone transferring or investing money is who they claim to be. This ensures the money involved in the transaction comes from a legitimate source. AML regulations are put in place by both national and international authorities and these types

of checks put a lot of screening and monitoring obligations on regulated industries.

Your provider has a duty to follow regulations to help keep you and your money safe. Thirdfort is a quick, safe and easy way for you to verify your identity and where necessary, check where your money has come from.

Thirdfort was created to protect organisations and their clients against fraud, money laundering, and cybercrime. Our technology is trusted by hundreds of law firms, estate agencies and other regulated businesses across the United Kingdom.

You're in safe hands



Encryption like the big banks

Thirdfort uses the same high-grade security measures as all the big banks to encrypt your data.



GDPR compliant

We ensure that all data is collected, processed, stored and deleted in a manner that is compliant with GDPR regulations.



Regulated by the Financial Conduct Authority (FCA)

Thirdfort follows industry rules and regulations, so you know you're in safe hands.



Registered with the Information Commissioner's Officer (ICO)

We are registered with the ICO in relation to the protection of personal data. Our registration number is ZA292762.

Getting started

Your tasks and what you'll need

The tasks you will need to complete depend on the nature of the transaction you are involved in. This page includes details on each type of check and the documentation you will need.

ID check

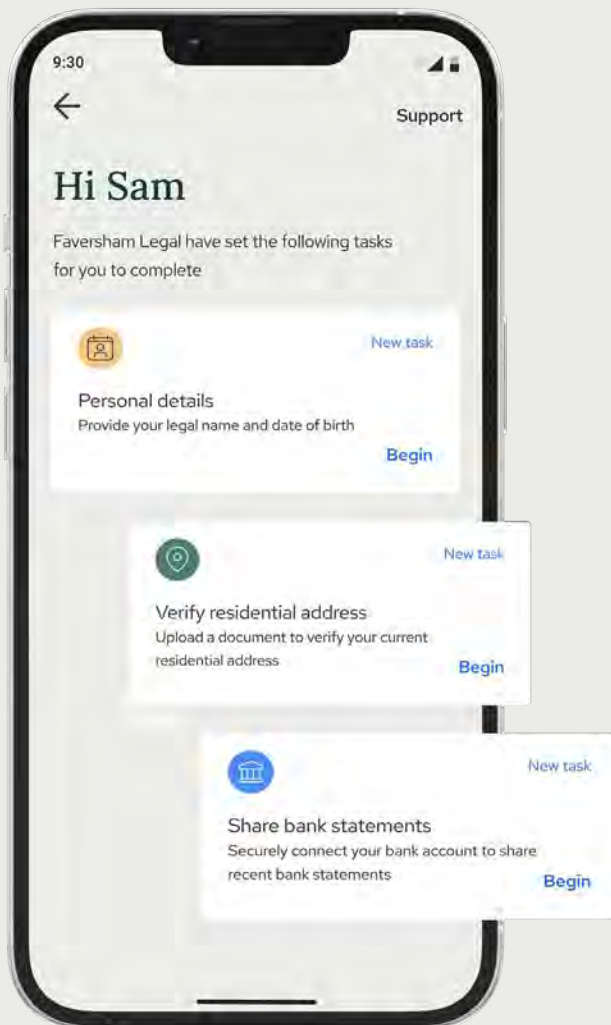
In this task you'll be asked to scan or take photos of your ID and take a short video or scan of your face, so we can verify your identity. We accept **passports, driving licences, residence permits or National ID cards.**

Proof of address

Upload a utility bill, council tax bill or bank statement from the last three months showing your current residential address.

Proof of ownership

Upload two pieces of evidence that show ownership of the property including utility or council tax bills, bank, building society or mortgage statements, an insurance policy schedule for the property, firearms licences, property purchase agreements and more. The full list of accepted documents can be found at help.thirdfort.com.



How to use the Thirdfort app

1 Grab your device and documents

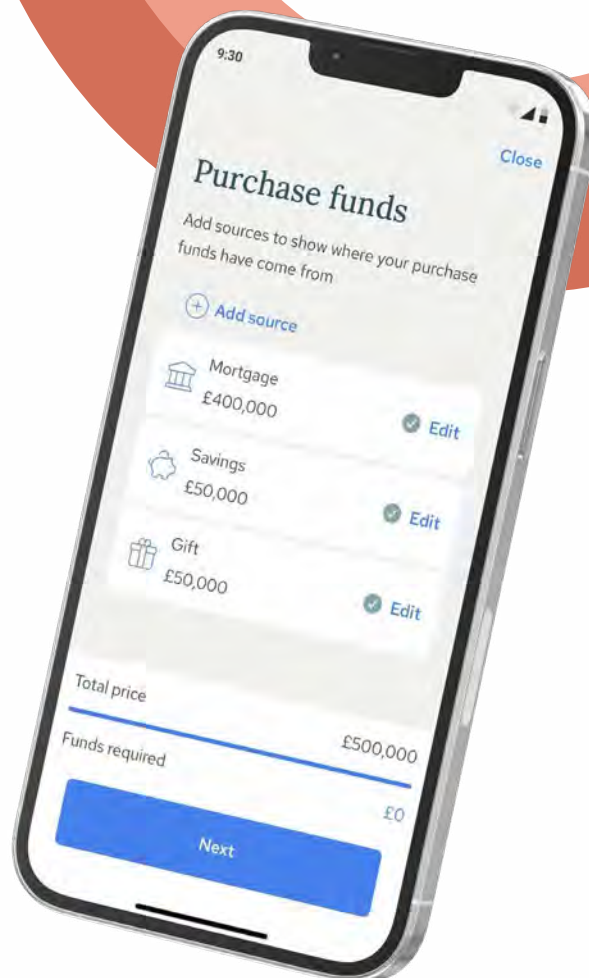
You can use a smartphone, iPad or tablet. If you don't own one of these, you can use a trusted friend or family member's device.

2 Log in to your Thirdfort account

When your provider initiates a check, Thirdfort will text you a link to download the free app. Enter your mobile number to log in. Once you have logged in and started the verification process, you can't switch to another device. Don't uninstall the app until you've completed all your tasks.

3 Complete your tasks

The home screen shows you the tasks you will need to complete. Click the start button on each task to begin. The app is easy to use and includes prompts and information at each step. As you complete each task, you'll see an on screen message letting you know it's done and the task will be no longer appear on your home screen. Once you have no tasks remaining, you're all done! Thirdfort will verify your documents and a report will be sent to your provider.





Contact us

Need help?

The quickest and easiest way to get help is to chat with our UK-based support team via our in app Live Chat. You can also find resources, how to guides and helpful videos online at help.thirdfort.com.



Online chat

thirdfort.com/support



By Phone

+44 0161 768 0083



Via Email

help@thirdfort.com