



# Case Submission Checklist

	Enclosed	To Follow	Notes
AST; fully completed, valid and correctly executed			
Application Form; must be fully completed and signed			
Certified KYC (including signature ID); required for all applicant's, director's and qualifying shareholders (20%+)			
Application Fee; evidence that fee has been paid (refer to DIP)			
Valuation fee			
Fully completed West One Portfolio Information Sheet (or equivalent)			
Any other additional/applicable documents			

West One Bank Account for fee payments is:

**Sort Code:** 60-00-01

**Account:** 48643599

**Reference:** Case Number & App surname