CLIENT RESOURCE

FICA Requirements

Under the Financial Intelligence Centre Act (FICA), we're legally required to verify who our clients are. Here's exactly what we need — gathering it early keeps your matter moving.

Why we ask

FICA helps prevent money laundering and fraud. Every attorney in South Africa must verify a client's identity and address before acting. It's not optional, and it applies to everyone — so please don't take the request personally.

Individuals — what to provide

- Certified copy of your green ID book, ID card, or passport
- Proof of residential address not older than 3 months (utility bill, bank statement, municipal account, or lease)
- Your income tax number
- Marriage certificate and antenuptial contract, if applicable

If you're buying or selling in a trust

- Trust deed and letters of authority
- IDs and proof of address for all trustees
- Resolution authorising the transaction

If you're buying or selling in a company

- Company registration documents (CoR forms)
- IDs and proof of address for directors and shareholders over 25%
- Resolution authorising the transaction

Acceptable proof of address

Any of: a utility bill, municipal rates account, bank statement, retail account statement, current lease, or an insurance policy schedule — as long as it shows your name and address and is less than three months old.

> No document in your name? A person you live with can provide theirs together with a signed declaration confirming you reside there. Ask us for the declaration form.