

Signature

This form should be signed by the defendant or, if a solicitor is on record, a partner in the solicitor's firm. If the defendant signs the form their signature must be witnessed.

Signed	<input type="text"/>	Date	<input type="text"/>
Partner's name	<input type="text"/>	Name of firm	<input type="text"/>

Signature of witness

The witness should know the payee personally and be a professional person or a person of standing in the community. It must not be signed by a relative of the payee. See below for list of acceptable witnesses.

I certify that the person has signed the form in my presence.

Signed	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>	Address	<input type="text"/>
Occupation	<input type="text"/>	Postcode	<input type="text"/>

List of acceptable witnesses

- | | | |
|---|--|---|
| Accountant | Fire service official | Paralegal (certified paralegal, qualified paralegal or associate member of the Institute of Paralegals) |
| Airline pilot | Funeral director | Person with honours (an OBE or MBE, for example) |
| Articled Clerk of a limited company | Insurance agent (full time) of a recognised company | Pharmacist |
| Assurance agent of recognised company | Journalist | Photographer (professional) |
| Bank/Building Society official | Justice of the Peace | Police Officer |
| Barrister | Legal secretary | Post Office official |
| Chairman/Director of limited company | (fellow or associate member of the Institute of Legal Secretaries and PAs) | President/Secretary of a recognised organisation |
| Chiropodist | Licensee of public house | Salvation Army officer |
| Commissioner of Oaths | Local Government Officer | Social worker |
| Councillor (local or county) | Manager/Personnel Officer (of a limited company) | Solicitor |
| Civil Servant (permanent) | Member, associate or fellow of a professional body | Surveyor |
| Dentist | Member of Parliament | Teacher, lecturer |
| Director/Manager of a VAT-registered charity | Merchant Navy officer | Trade union officer |
| Director/Manager/Personnel Officer of a VAT-registered company | Minister of a recognised religion (including Christian Science) | Travel agent (qualified) |
| Doctor | Nurse (RGN and RMN) | Valuer or auctioneer |
| Engineer (with professional qualifications) | Officer of the armed services (active or retired) | (fellows and associate members of the incorporated society) |
| Financial services intermediary (eg. a stockbroker or insurance broker) | Optician | Warrant Officers and Chief Petty Officers |