

Guidance for the Translation of Foreign Documents

Gatehouse Bank does not accept translations from Brokers.

The documents need to be translated by:

- Notary public that provides translation services for documents; or
- Translation company or Bank as long as translation of documents is officially stated as one of the services they provide (i.e. on a website). Examples of these can be found on the below links:
- <https://www.iti.org.uk/>
- <http://www.ciol.org.uk/>
- <https://www.atc.org.uk/>
- For International Applicants, further companies can be found here:
<https://www.gov.uk/government/collections/lists-of-translators-and-interpreters>

(Please note the above list is not an exhaustive list, translation of foreign documents will be accepted as long as translation of documents is officially stated as one of the services they provide (i.e. on a website).

All original untranslated documents must also be provided.

Translated documents can only be accepted by a recognised a translation company.

The translation company or the person translating must confirm that:

- "it's a true and accurate translation of the original document"
- the date of the translation
- the full name and contact details of the translator or a representative of the translation company

Documents that must be translated:

- Payslips, Accounts, Tax returns, Employers reference
- Bank Statements
- Mortgage/Finance Statements
- Utility Bills
- Accounts
- Salary Certificates
- Any document relating to proof of deposit

(Please note the above list is not an exhaustive list, any document required for the approval of a finance transaction as reasonably requested, will be required to be translated)

Evidence	Translation Required
Proof of ID and address	Customer specific details (Name and Address). If the document contains transactional information this must also be translated.
Bank Statements	Customer details, all transactional information
Income Evidence	Fully translated
Mortgage/Finance Statements	Customer details, all transactional information

What does not need to be translated ...

- Marketing information, logos, slogans etc
- Disclaimers and T&Cs
- Contact details for the provider of the document