

## **Basic Disclosure Certificates for Purchase Permit Applications**

As a non-Cypriot purchaser, you (or your nominee/nominees) must supply details of any criminal convictions/cautions/prosecutions held, in order for your Purchase Permit Application to be processed. This applies to the person(s) in whose name(s) the Purchase Permit Application is to be done, i.e. every applicant must obtain a Basic Disclosure Certificate.

1. You should make enquiries with the local police service or consulate in your country of origin for more information on how to obtain this information. If this information is provided by the relevant authorities in a language other than Turkish or English, you must have this translated into either Turkish or English and duly certified as a true and correct translation by a Notary. You must send us the original document in the original language together with the certified translation.

For residents of UK, the application can usually be made on line by visiting [www.disclosurescotland.co.uk](http://www.disclosurescotland.co.uk)

2. If you reside in a country from which you do not originate, you must make your application to the appropriate authority in your country of origin. For example, if you have a UK passport you must apply to the authorities in the UK for your certificate, irrespective of your country of residence. If you do not have an address in UK you should proceed as follows: When completing the Basic Disclosure form and you are asked for 'current address' enter 'c/o' and an address in the UK to where Disclosure Scotland can deliver any correspondence and your completed certificate. Backdate this address for one year and then enter your full five-year address history beginning with the place where you live now. (Note: Disclosure Scotland still needs to know about your addresses, even if they were overseas).

You will still need to send Disclosure Scotland the required authentication documents. You can fax, email or post these, as per the instructions on the Disclosure Scotland website.

If you cannot provide a c/o address within the UK, complete the form stating your current address abroad and Disclosure Scotland will post paper application(s) and guidance notes to you.

Once you have received your Disclosure Certificate, you must then forward the ORIGINAL by **Recorded Post** for the attention of Maria/Ozden to:

Naomi Mehmet & Partners  
Sarıyer Sokak  
Muharremoğlu Apartment 1  
Girne, Mersin 10  
Turkey

**PLEASE NOTE THAT FAILURE TO DO THIS WILL RESULT IN YOUR PURCHASE PERMIT APPLICATION NOT BEING SUBMITTED WHICH MEANS YOU WILL NOT GET A TITLE DEED FOR YOUR PROPERTY.**

**If you wish confirmation of receipt of your Disclosure Certificate please include your **email address or telephone number** on a separate piece of paper when you forward it to us.**

**Thank you.**

Maria/Ozden  
Naomi Mehmet & Partners

Tel: 009 0392 816 0440

Fax: 009 0392 815 0702

Email: [maria@nmplegal.com](mailto:maria@nmplegal.com) or [ozden@nmplegal.com](mailto:ozden@nmplegal.com)