



Information provided by you to verify your identity and residency must be from different sources e.g., State Pension Statement and general correspondence from the Department of Work & Pensions (DWP) will not be acceptable.

Document type	Important information	Document type is an acceptable proof of:	
		Identity (List A)	Address (List B)
Passport	Must be current and valid (signed)	Yes	No
UK driving licence	Must be current photocard OR full old-style paper licence	Yes	Yes – if not already used for Identity
Northern Ireland Driving Licence	Must be current and must be the original – a copy is not acceptable	Yes	Yes – if not already used for Identity
National Identity Card for EU Nationals	Must be current	Yes	No
Firearms Certificate / Shotgun Licence Certificate	Must be current	Yes	No
Confirmation of entitlement to state or local authority benefits (including tax credit, child benefit, housing benefit, educational grants, winter fuel bill etc)	Must be dated within the last 12 months	Yes – only if unable to provide ID from above list	Yes – if not already used for identity
State Pension Statement / Correspondence	Must be dated within the last 6 months	Yes – only if unable to provide ID from above list	Yes
HMRC tax notifications valid for the current tax or previous tax year	Must be dated within the last 12 months. Cannot be a P45 or P60	Yes – only if unable to provide ID from above list	Yes – if not already used for Identity
UK Bank / Building Society Statement	Must be dated within the last 3 months	Yes – only if unable to provide ID from above list	Yes
Mortgage statement from a recognised lender	Must be dated within the last 12 months	No	Yes
Local Authority council tax demand valid for the current year	Must be dated within the last 12 months	No	Yes
Gas / Electric / Landline Telephone Bill	Must be dated within the last 3 months	No	Yes
Water Bill	Must be dated within the last 12 months	No	Yes
Credit Union Statement	Must be dated within the last 3 months	No	Yes

For applicants under the age of 18 where it is not possible to provide documents from the list above:

Document type	Important information	Is the document type acceptable proof for?	
		Identity (List A)	Address (List B)
Birth Certificate		Yes	No
Child Benefit Letter from Parent		Yes	No
National Insurance Number confirmation letter		No	Yes
Student Loan Statement / confirmation letter	Must be dated within the last 12 months	No	Yes

Please send copies (unless otherwise specified). If you elect to send us originals of important documents such as passports, licences and identity documents we strongly recommend you use recorded post or special delivery. We'll send back any original documents once they've been reviewed, but note that we don't return copies as these will be securely destroyed once our checks have been completed.