



## Identification requirements list

We are required by law to verify your identity and address. Please see the table below and provide us with one document from both **List A Primary** and **List B Primary** along with the additional 2<sup>nd</sup> account holder form and the additional account holder declaration. If you are unable to provide us with documents from the **Primary** list then we may consider documents from the **Secondary** lists. **You need to send us Original documents in all cases except for Passport and Driving Licences, where a copy is acceptable. For non-UK Driving licences the original or certified copy of the original is required. Occasionally there may be additional checks and documents required.**

**Please note: If a document is provided as proof for 'List A', the same document cannot be provided as proof for 'List B' and vice-versa.**

<b>'List A' Primary - <u>Proof of Name</u></b>  <b>Documents must show name as used on your application</b>	<b>'List B' Primary - <u>Proof of Address</u></b>  <b>Documents must be addressed to you showing your name as used on your application</b>
Current Full Photocard Driving Licence	Recent Utility Bill ( <b>NOT</b> mobile phone or bills printed off the internet) or Statement - maximum 3 months old
Current valid Signed full Passport	Current Full Photocard Driving Licence
Current Firearms or Shotgun Certificate with photograph	Local Authority Council Tax Bill relating to the current tax year – maximum 12 months old
Current National Identity Card with photograph	Bank/Building Society Statement sent by the institution on their letterhead paper - maximum 3 months old
Blue Badge permit with photo and reference	Mortgage Statement - maximum 12 months old
	Letter from Benefits Agency re: right to benefit – maximum 3 months old
	HMRC Correspondence relating to Tax liability or Tax Code Notification – relating to current tax year.
	Credit Card Statement on headed paper sent out by the institution – maximum 3 months old
	Current Local Authority Rent Card, Rent Book or Tenancy Agreement
	Government Pension Statement – maximum 12 months old
	Reference from Commanding Officer (Armed forces)

<b>'List A' Secondary - <u>Proof of Name</u></b> <b>Documents must show name as used on your application</b>	<b>'List B' Secondary - <u>Proof of Address</u></b> <b>Documents must be addressed to you showing your name as used on your application</b>
HMRC Correspondence relating to Tax liability or Tax Code Notification – relating to current tax year.	Residential home reference/Invoice
Letter from Benefits Agency re: right to benefit – maximum 3 months old	Stock or Shareholding statement
Government Pension Statement – maximum 12 months old	Solicitors conveyancing letter
Current Bus Pass	

(FirstSave July 2016)