

**ACCEPTABLE DOCUMENTS TO PROVE IDENTITY AND ADDRESS**  
**For All Adult Memberships And All Trustees Of A Junior Account under Covid19 Only**

*During Covid19, scans of identification and proof of address can be accepted. If this is photo ID, a photograph of the member holding the ID must be submitted as well as the ID itself. If received by email, a code must be sent to the member's mobile number, which they must then either email in "I confirm the code sent to me is XXXX" or ring and confirm to validate the ID/address. Online ID checks can also be used if a member gives consent through ticking the box on the application form.*

**A. PROOF OF IDENTITY**

**One item from this list**

- Current signed UK or EU passport
- Current other signed passport with valid UK Visa
- Valid UK or EEA photo card driving licence (full or provisional)
- Photocard National Identity Card (**not UK**) or EU Member State Identity Photo-Card
- Firearms Certificate or Shotgun Licence
- ID card issued by the Electoral Office from Northern Ireland
- Confirmation of receipt of benefit from a Government Agency including pensions, less than 12 months old
- Blue disabled drivers pass
- HMRC tax notification/assessment letter or statement (under 12 months old)
- Residence permit (issued by the Home Office to EU Nationals)
- Current UK non-photo driving licence

**B. PROOF OF ADDRESS:**

*(NB. If a document has been used for ID it cannot also be used for proof of address)*

- ✓ Valid photo driving licence (full or provisional)
- ✓ Old style full driving licence
- ✓ Bank/credit card statement (under 3 months old, internet acceptable, no store cards)
- ✓ UK mortgage statement (under 12 months old, not from internet)
- ✓ Current Council Tax Bill (under 12 months old)
- ✓ State benefit or pension entitlement letter (less than 3 months old)
- ✓ Inland Revenue Correspondence (must show the name and current address)
- ✓ Current Local Authority or Housing Association tenancy agreement (not private)
- ✓ Rent book showing a payment within past 12 months
- ✓ **Housing Benefit statement or letter sent to current address**
- ✓ **Universal Credit benefit statement less than 12 months old (with photo ID or log in to verify document on universal credit portal)**
- ✓ Current house or motor insurance certificate
- ✓ TV licence letter or direct debit schedule (less than 12 months old) showing name and address, and existence of a valid TV licence
- ✓ Jobcentre Plus letter, giving National Insurance number (under 3 months old)
- ✓ Benefit letter/adjustment letter less than 3 months old addressed to individual, confirming that benefit was payable at that time
- ✓ UCAS letter less than 12 months old, showing offer of place in current/next year
- ✓ Letter confirming residency from a Nursing Home/Care Home.
- ✓ Solicitor's letter confirming house/land purchase (issued within last 6 months)
- ✓ Recent utility bill, not printed from the internet:
  - Telephone – cable or landline NOT mobile (less than 3 months old)
  - Gas or electric bill (less than 3 months old)
  - Water bill (current charging period)

**FOR JUNIOR MEMBERS (in addition to ID for the adult trustee of the account):**

Birth Certificate or Passport or NHS Medical Card or Child Benefit proof or Child Tax Credit proof.