

How many documents do I need to see?

Can applicant produce any documents from Group 1?

Yes - 3 documents must be seen. One document from Group 1 plus any two from Groups 1 or 2.

No - 5 documents to be seen. Five documents from Group 2

List of Valid Identity Documents

Group 1

Passport

Driving Licence (UK) (Full or provisional)

-England/ Wales/ Scotland/ Northern Ireland/ Isle of Man ;
either photocard or paper (a photo card is only valid if the
individual presents it with the counterpart licence)

HM Forces ID Card (UK)

Adoption Certificate (UK)

EU National Identity Card

Birth Certificate (UK)

- issued within 12 months of date of birth - full or short form
acceptable including those issued by UK authorities overseas, such
as Embassies, High Commissions and HM Forces

Firearms Licence (UK)

Group 2

Marriage/Civil Partnership Certificate

Birth Certificate

P45/P60 Statement (UK) **

Bank/Building Society Statement *

Utility Bill*

Financial Statement **

- e.g. pension, endowment, ISA

Vehicle Registration Document (Document V5 old style and V5C new
style only)

Mail Order Catalogue Statement *

Court Claim Form (UK) **

- Documentation issued by Court Services

ExamCertificate

- electricity, gas, water, telephone - including mobile phone contract/bill

TV Licence **

Credit Card Statement *

Store Card Statement *

Mortgage Statement **

Insurance Certificate **

Council Tax Statement (UK) **

A document from Central/ Local Government/ Government Agency/ Local Authority giving entitlement (UK)*:

e.g. from the Department for Work and Pensions, the Employment Service , Customs & Revenue, Job Centre, Job Centre Plus, Social Security

CRB Disclosure Certificate **

Connexions Card (UK)

e.g. GCSE, NVQ, O Levels, Degree

Addressed Payslip *

National Insurance Card (UK)

NHS Card (UK)

Benefit Statement*

- e.g. Child Allowance, Pension

Certificate of British Nationality (UK)

Work Permit/Visa (UK) **

One of the following documents from the Borders and Immigration Agency (BIA) (formerly the Immigration and Nationality Directorate - IND) (UK):

Do not use more than one of the following documents

Convention Travel Document (CTD)

Stateless Person's Document (SPD)

Certificate of Identity (CID)

Asylum Registration Card (ARC)

Letter from a Head Teacher *

*documentation should be less than three months old

**issued within past 12 months

At least one document must confirm the applicant's current address and at least one document must confirm the applicant's date of birth.

This list is subject to amendment.