## Help us to identify you

## For identity verification, please provide one document from the below list:

DOCUMENT	REQUIREMENTS/COMMENTS
Valid UK driving licence	Certified photocopy accepted by post.
	Paper provisional driving licence is not acceptable.
	Photocard provisional licences are acceptable.
Valid UK passport	Certified photocopy accepted by post.
HM Revenue & Customs (HMRC) tax notification, acceptable examples:	This must be an original document issued within the last 12 months and valid for the current billing period.
PAYE coding notice	P60s and P45s are not acceptable.
<ul> <li>HMRC notification of working tax credit/child tax credit/disabled person's tax credit or tax calculation</li> </ul>	
Benefits Agency letter confirming your right to benefits from the following departments:	This must be an original document issued within the last 12 months and valid for the current billing period on official headed paper.
Benefits Agency	
<ul> <li>Department of Work and Pensions (DWP), including JobCentre Plus</li> </ul>	
Child Benefit Office	
Veterans Agency	
National Identity Card	Acceptable for EEA and Swiss Nationals only.

## For address verification, please provide one document from the below list:

DOCUMENT	REQUIREMENTS/COMMENTS
Valid UK driving licence	Certified photocopy accepted by post.
	Paper provisional driving licence is not acceptable.
UK bank/building society credit card statement	This must be an original document dated within the last four months.
Utility bill e.g. gas, electricity, phone, satellite or cable supplier	This must be an original document issued within the last 4 months (mobile phone bill is not acceptable).
Council Tax or water rates bill	This must be an original document issued within the last 13 months and valid for the current billing period. (Reminder and demand letters should be dated within the last 4 months).
<ul> <li>HM Revenue &amp; Customs (HMRC) tax notification, acceptable examples:</li> <li>PAYE coding notice</li> <li>HMRC notification of working tax credit/child tax credit/disabled person's tax credit or tax calculation</li> </ul>	This must be an original document issued within the last 12 months and valid for the current billing period. P60 s and P45s are not acceptable.
<ul> <li>Benefits Agency letter confirming your right to benefits from the following departments:</li> <li>Benefits Agency</li> <li>Department of Work and Pensions (DWP), including JobCentre Plus</li> <li>Child Benefit Office</li> <li>Veterans Agency</li> </ul>	This must be an original document issued within the last 12 months and valid for the current billing period on official headed paper.

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