



## Verification of Identity\* - Help Sheet

### Acceptable Proof of Identity:-

- Certified copy of Passport;
- Certified copy of Driving Licence;
- Certified copy of Identity card.

### Acceptable Proof of address:-

- Original or certified copy of a utility bill (to be no more than 3 months old. (Mobile phone bills, car insurance and general invoices are not acceptable); For Guernsey and Jersey, we will accept home oil invoices such as Rubis.
- Original or certified copy of a bank/credit card statement (to be no more than 3 months old);
- Original signed letter from employer – this can be used for both residential and correspondence addresses (to be on their headed paper);
- Original or certified Government correspondence (to be no more than 12 months old);
- In some cases, an original or certified copy of a tenancy agreement.

If you use a PO Box address in addition to your residential address, we will also require proof of this address. For UK lending, this address can not be the BTL address.

If you are resident overseas and are using a relatives address in the UK for correspondence for example, we will require proof of identity and address for the relative.

### Certifiers:-

- Member of the British Consulate;
- Chartered Accountant;
- Solicitor;
- Doctor;
- Director/Company Secretary of employer;
- Banker from a recognised International Bank;
- Financial Advisor;

This list is not exhaustive.

**\*Certification of these documents must include the following wording: Certified as a true and accurate copy to the original document (and of a reasonable likeness to the individual – POI only).**

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