|  |
| --- |
|  Evidence of Identity |
| Record and scan/ photograph one item from List A, two items from List B, or one from List B and one from List C for each client.esure on==g on Mr Thomas, Mr Thomas confirming Elizabeth is spelt with a Z and not a S. |
| Client One |
| List A | **Reference/account number** |  |
| Current Signed Passport |   | Place of Birth | Date of Birth | Date of Expiry |
| Resident Permit issued to EU nationals by Home Office |   |   |   | Date of Expiry |
| ***Current*** UK/EU Photo Driving Licence  |   | Address current? Y/N | Date of issue |
| Firearms certificate/shotgun licence |   | Issuing Authority | Date of Issue |
| **List B** |  |
| ***Current Full*** UK Driving Licence (old style)  |   |   | Address current? Y/N | Date of Issue |
| State Pension or Benefits Book/ notification letter  |   | Issuing Authority | Date of Issue |
| Sub-contractors Certificate |   | Issuing Authority | Date of Issue |
| Inland Revenue tax notification |   | Type: P45/ P60/Notice of Coding | Date of Issue |
| List C |  |
| Home visit by a staff member | Yes / No |  | Date of visit |
| Land registry check |   | Title Number  | Address current?Y/N | Date of check |
| Electoral roll check  |   |  | Address current?Y/N | Date of Check |
| *Most Recent* Mortgage Statement |   | Name of Lender | Address current?Y/N | Date of issue |
| Current Local Authority Tax bill |   | Name of Authority | Address current? Y/N | Dateof Issue |
| Local Authority rent card or tenancy agreement |   | Name of Authority | Address current? Y/N | Date of Issue |
| Bank/building society/credit card statement or passbook |   | Name of Issuer | Address current? Y/N | Date of Issue |
| Utility Bill (not mobile phone and not printed off the internet) |   | Name of Utility | Address current? Y/N | Date of Issuer |
|  |  |  |  |  |  |  |  |  |
| Client Two |
| List A | **Reference/account number** |   |
| Current Signed Passport |   | Place of Birth | Date of Birth | Date of Expiry |
| Resident Permit issued to EU nationals by Home Office |   |   |   | Date of Expiry |
| ***Current*** UK/EU Photo Driving Licence  |   | Address current? Y/N | Date of issue |
| Firearms certificate/shotgun licence |   | Issuing Authority | Date of Issue |
| **List B** |  |
| ***Current Full*** UK Driving Licence (old style)  |   |   | Address current? Y/N | Date of Issue |
| State Pension or Benefits Book/ notification letter  |   | Issuing Authority | Date of Issue |
| Sub-contractors Certificate |   | Issuing Authority | Date of Issue |
| Inland Revenue tax notification |   | Type: P45/ P60/Notice of Coding | Date of Issue |
| List C |  |
| Home visit by a staff member | Yes / No |  | Date of visit |
| Land registry check |   | Title Number  | Address current?Y/N | Date of check |
| Electoral roll check  |   |  | Address current?Y/N | Date of Check |
| *Most Recent* Mortgage Statement |   | Name of Lender | Address current?Y/N | Date of issue |
| Current Local Authority Tax bill |   | Name of Authority | Address current? Y/N | Dateof Issue |
| Local Authority rent card or tenancy agreement |   | Name of Authority | Address current? Y/N | Date of Issue |
| Bank/building society/credit card statement or passbook |   | Name of Issuer | Address current? Y/N | Date of Issue |
| Utility Bill (not mobile phone and not printed off the internet) |  | Name of Utility | Address current? Y/N | Date of Issuer |

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