|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A green sign with gold text  Description automatically generated 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: | | DOB. | | | | Expiry | |
| Resident Permit issued to EU nationals by Home Office |  |  | |  | | | | Expiry | |
| ***Current*** UK/EU Photo Driving Licence |  | Address current? Y/N | | | | | | Issue date | |
| Firearms certificate/shotgun licence |  | Issuing Authority | | | | | | Issue Date | |
| **List B** |  | | | | | | | | |
| ***Current Full*** UK Driving Licence (old style) |  |  | | | Address current?Y/N | | | Issue Date | |
| State Pension or Benefits Book/ notification letter |  | Issuing Authority | | | | | | Issue Date | |
| Sub-contractors Certificate |  | Issuing Authority | | | | | | Issue Date | |
| Inland Revenue tax notification |  | Type: P45/ P60/Notice of Coding | | | | | | Issue Date | |
| 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 |  | Lender | | | Address current?Y/N | | | Issue Date | |
| Current Local Authority Tax bill |  | Authority | | | Address current?Y/N | | | Issue Date | |
| Local Authority rent card or tenancy agreement |  | Authority | | | Address current?Y/N | | | Issue Date | |
| Bank/building society/credit card statement or passbook |  | Issuer | | | Address current?Y/N | | | Issue Date | |
| Utility Bill (not mobile phone and not printed off the internet) |  | Utility | | | Address current?Y/N | | | Issue Date | |
|  |  |  |  | |  |  |  |  |  | |
| Client Two | | | | | | | | | |
| List A | **Reference/account number** |  | | | | | | | |
| Current Signed Passport |  | Place  of Birth | | DOB. | | | | Expiry | |
| Resident Permit issued to EU nationals by Home Office |  |  | |  | | | | Expiry | |
| ***Current*** UK/EU Photo Driving Licence |  | Address current? Y/N | | | | | | Issue Date | |
| Firearms certificate/shotgun licence |  | Issuing Authority | | | | | | Issue Date | |
| **List B** |  | | | | | | | | |
| ***Current Full*** UK Driving Licence (old style) |  | Issue Date | | | | | | Date  of Issue | |
| State Pension or Benefits Book/ notification letter |  | Issuing  Authority | | | | | | Issue Date | |
| Sub-contractors Certificate |  | Issuing  Authority | | | | | | Issue Date | |
| Inland Revenue tax notification |  | Type: P45/ P60/Notice of Coding | | | | | | Issue Date | |
| 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 | | | Issue Date | |
| Current Local Authority Tax bill |  | Name of Authority | | | Address current?Y/N | | | Issue Date | |
| Local Authority rent card or tenancy agreement |  | Name of Authority | | | Address current?Y/N | | | Issue Date | |
| Bank/building society/credit card statement or passbook |  | Name of Issuer | | | Address current?Y/N | | | Issue Date | |
| Utility Bill (not mobile phone and not printed off the internet) |  | Name of Utility | | | Address current?Y/N | | | Issue Date | |