

For new accounts one item of identification from each list shown below is needed.

TO VERIFY NAME		TO VERIFY ADDRESS	
1	Current signed Passport.	1	Recent Utility Bill (within last 3 months) (<u>not</u> mobile phones) e.g. British Telecom British Gas Midland Electricity Severn Trent Water South Staffordshire Water
2	EEA Member State ID Card.	2	Local Authority Council Tax Bill (valid for the current year).
3	Current UK Photo-card Driving Licence.	3	Current UK Photo-card or old style Full Driving Licence.
4	Current Full UK Driving Licence (old version) (the old style <u>Provisional Driving Licences</u> are not acceptable)	4	Bank, Building Society or Credit Union Statement (within last 3 months) or passbook containing current address.
5	Birth Certificate (with Marriage Certificate if appropriate).	5	The most recent original Mortgage Statement from a recognised lender.
6	'Plastic' Signed National Insurance Card.	6	Local Council Rent Card or Tenancy Agreement.
7	Benefit Book or original notification letter from the Benefits Agency confirming the rights to benefits.	7	Benefits Book or original notification letter from the Benefits Agency confirming the rights to benefit.
8	Inland Revenue Tax Notification (e.g. Notice of Coding, Tax Assessment – P45's/P60's are NOT acceptable).	8	Solicitors letter confirming recent house purchase.
9	Shotgun or Firearms Certificate.	9	Inland Revenue correspondence addressed to applicant at applicants stated address (only if not used to verify name).

A document can only be used once i.e., the new style driving licence cannot be used to verify name and address. For postal applications, Certified Copies of ID are acceptable but Certifier must state their name, qualification and contact telephone number.

EFFECTIVE FROM 1st FEBRUARY 2005