

Proof of Identification for Private Individuals

We are required by law to check the identity of all account holders. This is to protect you against the risk of identity fraud and allows the Society to comply with money laundering regulations. For new accounts an item of identification from the list below is required to verify both name and address.

Adult accounts	
Verification of name	Verification of address
<ul style="list-style-type: none"> Valid Passport Valid photo card driving licence (Full or Provisional) Firearms or shotgun certificate Identity card issued by the electoral office for Northern Ireland 	<ul style="list-style-type: none"> Utility Bill (Within last 3 months) – NOT final reminders Telephone bills – NOT mobile phone bills Bank/Building Society/Credit card statement Local authority council tax bill (for the current year) The most recent mortgage statement (from a recognised lender) Local authority rent card or tenancy agreement Benefit book or correspondence confirming eligibility for benefits HMRC correspondence Solicitors letter confirming recent house purchase

Children's accounts	
Verification of name	Verification of address
<ul style="list-style-type: none"> Valid Passport Valid passport in parent's name (where the child is named on the passport) Birth certificate 	<ul style="list-style-type: none"> NHS Medical Card HMRC letter confirming Tax Credits Local authority letter/book confirming receipt of Child Benefit Bank/Building Society statement

Notes

- A document can only be used once.
- An electronic verification check will be carried out for all private individuals aged 18 and over. This will apply to all account holders and account operators.
- All account operators will be required to provide full identification.
- For postal applications only, certified copies of ID are acceptable but must be certified by one of the following: Solicitor, Accountant, Authorised Financial Adviser or Doctor stating full name, profession, address of employment, full address and contact telephone number. For all face to face applications, supporting identification must be original.
- All documents used to prove address must be dated within the last 3 months and show your full name and address.