

Identity validation

Three documents should be produced in the name of the applicant; **one from Group 1 and two from 2a or 2b**. At least one document must show the applicant's current address. If this is not possible, then **four documents from Group 2a and 2b** should be produced, one of which being a birth certificate issued after the time of birth. One document must show the applicant's current address.

GROUP 1 : Primary identity documents

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| ▶ Current passport (any nationality) | ▶ Original birth certificate (UK, Isle of Man and Channel Islands including those issued by UK authorities overseas, for example embassies, High Commissions and HM Forces) issued with 12 months of birth |
| ▶ Biometric Residence Permit (UK) | ▶ Original long form Irish birth certificate –issued at time of registration of birth (Ireland) |
| ▶ Current driving licence (UK, Isle of Man, Channel Islands or Ireland) | ▶ Adoption certificate (UK, Channel Islands or Ireland) |

GROUP 2a : Trusted government documents

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| ▶ Birth certificate (UK, Isle of Man, Channel Islands or Ireland) issued after time of birth | ▶ Electoral ID card (NI only) |
| ▶ Marriage / Civil Partnership Certificate (UK, Channel Islands or Ireland) | ▶ Current driving licence photocard, full or provisional (All countries outside of the UK (excluding Isle of Man and Channel Islands) |
| ▶ HM Forces ID card (UK) | ▶ Current driving licence full or provisional paper version (if issued before 1998) (UK, Isle of Man, Channel Islands and Ireland) |
| ▶ Firearms licence (UK, Channel Islands or Isle of Man) | ▶ Immigration document, visa or work permit (Issued by a country outside the UK. Valid only for roles whereby the applicant is living and working outside of the UK. Visa/permit must relate to the country in which the role is based) |

GROUP 2b : Financial and social history documents

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| ▶ Mortgage Statement (UK or Ireland) | ▶ Land and Property Services rates demand (NI only) |
| ▶ Financial statement, for example ISA, pension or endowment (UK or Ireland) | ▶ Council tax statement (UK and Channel Islands) |
| ▶ P45 or P60 statement (UK or Channel Islands) | |
| Above documents must be issued within the last 12 months | |
| ▶ Credit card statement (UK or Ireland) | ▶ Bank or building society account opening confirmation letter (UK) |
| ▶ Bank or Building society statement (UK, Channel Islands or Ireland) | ▶ Utility bill (not mobile phone) (UK or Ireland) |
| ▶ Bank or Building society statement (Countries outside the UK) (Branch must be in the country where the applicant lives and works) | ▶ Benefit statement, for example Child Benefit, Pension, etc (UK) |
| ▶ Central or local government, government agency, or local council document giving entitlement, for example from the Department for Work and Pensions, the Employment Service, HMRC (UK and Channel Islands) | |

Above documents must be issued within the last 3 months

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| ▶ EEA National ID card | ▶ Cards carrying the PASS accreditation logo (UK, Isle of Man and Channel Islands) |
| ▶ 60+ or Senior (65+) SmartPass issued by Translink (NI) | ▶ Letter from head teacher or further education college principal (UK for 16 -19 year olds in full time education – only used in exceptional circumstances if other documents cannot be provided) |
| ▶ yLink card issued by Translink (NI) | |
| ▶ Irish Passport Card (Cannot be used with an Irish passport) | ▶ Letter of sponsorship from future employment provider or voluntary organisation (Non-UK only - valid for applicants residing outside UK at time of application) |