

CRB ID DOCUMENTS

ROUTE ONE

You must provide at least one document from Group 1 and two documents from Group 1, 2A or 2B (i.e. Three documents in total. One MUST verify your current address)

Group 1 - Primary Trusted Identity Credentials (tick the documents you can produce)

- Current valid Passport
- Birth Certificate (UK and Channel Islands) - issued within 12 months of birth; Full or Short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces.
- Current Driving Licence (UK) (Full or Provisional) Isle of Man/Channel Islands; Photo Card only
- Biometric Residence Permit (UK)

Group 2A –Trusted Government/State Issued Documents

- Current UK Driving Licence (old style paper version)
- Current Non-UK Photo Driving Licence (**valid only for applicants residing outside of the UK at time of application**)
- Birth Certificate (UK & Channel Islands)- (issued more than 12 months after the time of birth by the General Register Office/relevant authority i.e. Registrars)
- Marriage/Civil Partnership Certificate (UK & Channel Islands)
- Adoption Certificate (UK & Channel Islands)
- HM Forces ID Card (UK)
- Fire Arms Licence (UK & Channel Islands)

Group 2B –Financial/Social History Documents (tick the documents you can produce)

- Bank/Building Society Statement* (UK or EEA) (Non-EEA statements MUST NOT be accepted).
- Credit Card Statement* (UK or EEA) (Non-EEA statements MUST NOT be accepted).
- Utility Bill* (UK) – (Mobile Phone Bill MUST NOT be accepted).
- Benefit Statement*- e.g. Child Allowance, Pension.
- A document from Central/Local Government/Government Agency/Local Authority giving entitlement (UK & Channel Islands)*- e.g. from the Department for Work & Pensions (DWP), the Employment Service, HM Revenue & Customs (HMRC), Job Centre, Job Centre Plus, Social Security
- Mortgage Statement** (UK or EEA) (Non-EEA statements MUST NOT be accepted).
- Financial Statement ** - e.g. pension, endowment, ISA (UK).
- P45/P60 Statement ** (UK & Channel Islands).
- Council Tax Statement ** (UK & Channel Islands).
- Work Permit/Visa ** (UK) (UK Residence Permit)
- Bank/Building Society Account Opening Confirmation Letter (UK).
- Letter of Sponsorship from future employment provider (Non-UK/Non-EEA only – valid only for applicants residing outside of the UK at the time of application).
- EU National ID Card.
- Cards carrying the PASS accreditation logo (UK & Channel Islands).
- Letter from Head Teacher or College Principal (16/17 year olds in Full Time Education) – (only used in exceptional circumstances when all other documents have been exhausted).

Key:-

- * Denotes document must be less than three (3) months old

- ****** Denotes document must have been issued within the last twelve (12) months

If you cannot produce a Group 1 document then go to ROUTE TWO

ROUTE TWO – You must produce

Three documents from Group 2 comprising of;

- One document from Group 2A and;
- Two further documents from Group 2A or 2B; one of which must confirm your current address

If you cannot meet the requirements of ROUTE ONE or ROUTE TWO then you must revert to ROUTE THREE:

ROUTE THREE – You must produce

- Birth Certificate (UK & Channel Islands)- (issued after the time of birth by the General Register Office/relevant authority i.e. Registrars) and;

Four further documents from Group 2 comprising of;

- One document from Group 2a; and
- Three documents from Group 2a or Group 2b; one of which must verify your current address.