

Identification & Address Verification Documentary Requirements for Adult Accounts

To satisfy Money Laundering Legislation in verifying the identity of members wishing to open an account, we must request an application is supported by one item each from the following two lists

Proof of ID Documents

- Full and valid PSNI Warrant Card
- Certified valid Firearms Certificate
- Full and valid UK or Foreign Passport that has the Machine-Readable Zone
- Photocard National Identity Card that has the Machine-Readable Zone
- Full and valid UK or Foreign photocard driving licence (**Provisional Licence not acceptable**)
- Benefit entitlement letter (less than 12 months old confirming payment at time of issue)
- Blue disabled drivers pass

Proof of current UK address documents

- Full and valid UK driving licence either photocard part or paper part (**but only if photocard part has not been used to verify your identity above**)
- Certified valid Firearms Certificate (**but only if photocard part has not been used to verify your identity above**)
- UK or foreign bank / credit card statement (Less than 3 months old). Store card statements are not accepted.
- UK mortgage statement (less than 12 months old)
- Council Rates bill, payment book or exemption certificate (less than 12 months old)
- Council/Housing Assoc tenancy agreement. Private tenancy agreements are not accepted.
- Council rent book / card (Showing a payment within the last 12 months)
- Benefit letter / adjustment letter (Less than 12 months old and addressed to you. The letter must confirm that the benefit was payable at the time of issue)
- Letter / bill from utility company (Less than 3 months old, except for water bills, which must relate to the charging period. The letter / bill must confirm that you receive a service from the company). Mobile phone bills are not accepted.
- TV licence letter or Direct debit schedule (Less than 12 months old) The document needs to detail your name and address and confirm the existence of a TV licence).

Documentary Requirements for Children Aged 16/17

- Full and valid UK or Foreign Passport that has the Machine-Readable Zone
- Birth certificate

Documentary Requirements for Children Aged 15 and under

- Birth certificate
- Adult ID/Address documentation (if you do not already hold these documents) from account holder opening Child account.