

Confirming your identity

Your identity needs to be confirmed. You need to provide original documentation (no photocopies) to the person who asked you to complete the DBS form. The documents needed will depend on the route the application takes. The applicant must try to provide documents from Route 1 first.

Which documents do you need to provide?

Route 1	Route 2	Route 3
<p>You must be able to show:</p> <ul style="list-style-type: none"> one document from Group 1 2 further documents from either Group 1, or Group 2a or 2b <p>At least one of the documents must show your current address.</p>	<p>If you don't have any of the documents in Group 1, then they must be able to show:</p> <ul style="list-style-type: none"> one document from Group 2a 2 further documents from either Group 2a or 2b <p>At least one of the documents must show your current address. The organisation conducting their ID check must then also use an appropriate external ID validation service to check the application.</p>	<p>Route 3 can only be used if it's impossible to process the application through Routes 1 or 2.</p> <p>For Route 3, you must be able to show:</p> <ul style="list-style-type: none"> a birth certificate issued after the time of birth (UK and Channel Islands) one document from Group 2a 3 further documents from Group 2a or 2b <p>At least one of the documents must show your current address.</p>

List of Valid Identity Documents

Group 1: Primary identity documents	Group 2a: Trusted government documents	Group 2b: Financial and social history documents
<ul style="list-style-type: none"> Current Valid Passport - Any current and valid passport UK Biometric Residence Permit Current driving licence photocard - (full or provisional) - UK, Isle of Man, Channel Islands and EEA Birth Certificate - issued within 12 months of birth – UK, Isle of Man and Channel Islands - including those issued by UK authorities overseas, for example embassies, High Commissions and HM Forces Adoption certificate - UK and Channel Islands 	<ul style="list-style-type: none"> Current driving licence photocard - (full or provisional) - All countries outside the EU (excluding Isle of Man and Channel Islands) Current driving licence (full or provisional) - paper version (if issued before 1998) - UK, Isle of Man, Channel Islands and EU Birth certificate - issued after time of birth - UK, Isle of Man and Channel Islands Marriage/civil partnership certificate - UK and Channel Islands Immigration document, visa or work permit (all countries outside of EEA - valid only if you're working in the country that issued the document) UK HM Forces ID card Firearms licence - UK, Channel Islands and Isle of Man <p>All driving licences must be valid.</p>	<ul style="list-style-type: none"> Mortgage statement - UK or EEA** Bank or building society statement (if outside of EEA, branch must be in the country where the you live and work)* UK Bank or building society account opening confirmation letter * Credit card statement - UK or EEA* UK Financial statement, eg pension or endowment** P45 or P60 statement - UK and Channel Islands** Council Tax statement - UK and Channel Islands** Letter of sponsorship from future employment provider - Non-UK or non-EEA only - valid only if you're residing outside of the UK at time of application UK Utility bill (not mobile bill)* UK Benefit statement e.g. Child Benefit, Pension* 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* EU National ID card Cards carrying PASS accreditation logo – UK, Isle of Man and Channel Islands Letter from head teacher or college principal (UK - for 16 to 19 year olds in full time education - only used in exceptional circumstances if other documents cannot be provided)

Documents in a previous name can be accepted only where the candidate can provide documentation supporting a recent change.

Denoted with * - issued in last 3 months
Denoted with ** - issued in last 12 months