

WHAT DOCUMENTS DO I NEED TO BRING FOR IDENTITY AND RIGHT TO WORK IN THE UK CHECKS?

The following combinations of documents will be sufficient for proving the right to work or volunteer in the UK **and** verification of Identity. If you cannot provide any of these combinations, please contact the Volunteer Project office for further information.

CHOOSE ONE COMBINATION OF DOCUMENTS AND TICK THE BOX BESIDE IT TO SHOW WHICH DOCUMENTS YOU ARE BRINGING IN:

DBS check list of Identification required

Route 1

The applicant must be able to show:

- 1 document from Group 1, below
- 2 further documents from either Group 1, or Group 2a or 2b, below

At least 1 of the documents must show the applicant's current address

Route 2

If the applicant does not have any of the documents in Group 1, then they must be able to show:

- 1 document from Group 2a
- 2 further documents from either Group 2a or 2b

At least 1 of the documents must show the applicant's current address. The organisation conducting their ID check must then also use an appropriate external ID validation service to check the application.

Group 1: Primary identity documents

Document	Notes
Passport	Any current and valid passport
Biometric residence permit	UK
Current driving licence - Photo card	UK/Isle of Man/Channel Islands (full or provisional)
Birth certificate – issued at time of birth	UK and Channel Islands – including those issued by UK authorities overseas, eg embassies, High Commissions and HM Forces

Group 2a: Trusted government documents

Document	Notes
Current driving licence - Old style paper version	UK
Birth certificate – issued after 12 months of birth	UK and Channel Islands
Marriage/civil partnership certificate	UK and Channel Islands
Adoption certificate	UK and Channel Islands
HM Forces ID card	UK
Firearms licence	UK, Channel Islands and Isle of Man

Group 2b: Financial and social history documents

Document	Notes	Issue date and validity
Mortgage statement	UK or EEA	Issued in last 12 months
Bank or building society statement	UK and Channel Islands or EEA	Issued in last 3 months
Bank or building society account opening confirmation letter	UK	Issued in last 3 months
Credit card statement	UK or EEA	Issued in last 3 months
Financial statement, eg pension or endowment	UK	Issued in last 12 months
P45 or P60 statement	UK and Channel Islands	Issued in last 12 months
Council Tax statement	UK and Channel Islands	Issued in last 12 months
Work permit or visa	UK	Valid up to expiry date
Letter of sponsorship from future employment provider	Non-UK or non-EEA only – valid only for applicants residing outside of the UK at time of application	Must still be valid
Utility bill	UK – not mobile telephone bill	Issued in last 3 months
Benefit statement, eg Child Benefit, Pension	UK	Issued in last 3 months
Central or local government, government agency, or local council document giving entitlement, eg from the Department for Work and Pensions, the Employment Service, HMRC	UK and Channel Islands	Issued in last 3 months
EU National ID card		Must still be valid

If it is not already on the documents you are supplying please also bring with you your:-

- **Place of birth (Town and Country)**
- **Month and year you moved into your current address**
- **Mobile telephone number**
- **Email address**
- **Details of any cautions or reprimands**
- **Address history for the past 5 years including post code**
- **Dates when your name changed**

If you cannot evidence your ID from the above list please let us know and we can consider how else we can achieve this.