80 George Street
Edinburgh
EH2 3BU

Customer Due Diligence Acceptable Documents

Please provide one document from both the Identification and Address lists below. Identification Documents need to be <u>within the expiry dates</u> and all Address Documents must be dated <u>within the last three months</u>.

Please provide one identification and one address document as outlined in the list below. The same document cannot be provided twice.

Identification Documents	Original or Photocopy
Passport	Photocopy
UK or overseas driving licence (Photo-card)	Photocopy
National Identity card	Photocopy
Residence permit	Original/Photocopy
IND application registration card	Photocopy

Address Documents	Original or Photocopy
Council tax bill	Original/Photocopy
Gas, electricity or water bill	Original/Photocopy
Landline telephone bill	Original/Photocopy
TV, satellite or cable bill	Original/Photocopy
Bank, building society or credit card statement	Original/Photocopy
Home or motor insurance certificate/schedule	Original/Photocopy
Letter from a known employer	Original/Photocopy
Letter from a university, college, known language school or UCAS	Original/Photocopy
NHS medical card (under 18s only)	Photocopy
Tenancy agreement or rent book	Original/Photocopy
Vehicle registration document (original dated within the last 12 months)	Original/Photocopy
Benefits agency/local authority letter confirming your benefits	Original/Photocopy
HM Revenue & Customs tax notification (current tax year)	Original/Photocopy
The below documents can only be accepted if not already provided from Identification Documents	
UK driving licence (Photocard & Counterpart)	Photocopy

Important notes – please read if you are providing identity documents

- Any photocopied documents must be clearly readable.
- Your passport, driving license, or national ID card must be within the expiry date.
- All documents listed as 'Original' must be within 3 months old or will be considered invalid.
- If you're under 18 and can't provide any items from list B, you can instead send us a photocopy of your passport along with an item from list B in your parent or guardian's name.

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