

I.D Documents

Under the Proceeds of Crime Act 2002 (as amended) & Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017, all financial institutions and other designated bodies including credit unions are legally obliged to verify the identity of its members and ensure that all existing accounts are bona fide.

*All proofs mentioned below must be **ORIGINAL** documents and not photocopies*.

Photographic identification

One of the following reliable sources (must be in date):

- Current valid Passport
- Current valid EU or UK photo card Driving Licence (full or provisional)
- Northern Ireland Electoral Identity Card
- Senior Citizen Smart Pass / Blue Badge
- Firearms certificate
- National identity card (Non UK Nationals)
- Birth Certificate (for a minor (**under the age of 16**) /or evidence of name change only).

Home address verification

One of the following original documents dated within the last 3 months:

- Government issued documentation: Land and Property Services (rates bill can be dated within last 12 months), HMRC or State Benefit letter.
- Current statement (including mortgage) from a **branch based*** regulated financial institution e.g., bank / building society / post office statement or home insurance **policy**.
- Current utility bill – gas, electric, home phone (**not mobile**), TV / internet supplier or TV licence (**please note marketing material is not acceptable i.e., generic mailing**).
- Tenancy Agreement, letter from a Housing Association or Motability letter.
- Student Loans/Finance letter/statement.
- National Insurance letter or a letter from their current school / training college **for those members who are 16 years old.**

Please note we are unable to accept a Driving Licence as proof of address.

***A branch based financial institution is one that has retail locations in any high street within the UK/ROI and offers its customers face to face services.**