

ACCESSNI VALID IDENTITY DOCUMENTS

All applicants must provide a minimum of 3 documents and the documents must be original not copies.

Applicants can follow one of two routes;

- **One** document from Group 1; and **two** further documents from any group. **(One of the documents must be a current valid passport and one document must show the applicant's current address).**
OR of this is not possible
- **Four** documents from **Group 2a and 2b**, one of which must be a **birth certificate** issued after the time of birth. (UK, ROI, Isle of Man or Channel Islands). **(One document must show the applicant's current address).**

GROUP 1 – Primary Identity Documents
<ol style="list-style-type: none">1. Current valid passport (Any nationality)2. Biometric Residence Permit (UK)3. Current driving licence photocard, full or provisional (UK, Ireland, Isle of Man or Channel Islands)4. Original 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)5. Original long form Irish birth certificate issued at time of registration of birth (Ireland)6. Adoption certificate (UK, Ireland or Channel Islands)
GROUP 2a - Trusted Government Documents
<ol style="list-style-type: none">1. Birth certificate - UK, Ireland, Isle of Man or Channel Islands issued subsequent to original birth certificate2. Marriage/Civil Partnership Certificate (UK, Channel Islands or Ireland)3. HM Forces ID card (UK)4. Firearms license (UK, Isle of Man or Channel Islands)5. Electoral ID card (Northern Ireland only)6. Current driving licence photo card, full or provisional (All countries outside of the UK, excluding Isle of Man and Channel Islands)7. Current driving licence full or provisional paper version (if issued before 1998) (UK, Isle of Man, Channel Islands and Ireland)8. <i>Immigration document, visa or work permit - Issued by a country outside the UK. Valid only for roles whereby the applicant is living and working outside of the UK. Visa/permit must relate to the country in which the role is based.</i>
GROUP 2b - Financial and Social History Documents
<ol style="list-style-type: none">1. Mortgage Statement (UK or Ireland)2. Financial statement, for example ISA, pension or endowment (UK or Ireland)3. P45 or P60 statement (UK or Channel Islands)4. Land and Property Services rates demand (Northern Ireland only)5. Council tax statement (UK and Channel Islands)6. Credit card statement (UK or Ireland)7. Bank or Building society statement (UK , Channel Islands or Ireland)8. Bank or Building society statement (Countries outside the UK. Must be in the country where applicant lives and works)9. Bank or building society account opening confirmation letter (UK)10. Utility bill (not mobile phone) (UK or Ireland)11. Benefit statement, for example Child Benefit, Pension etc (UK)12. 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)13. EEA National ID card14. 60+ or Senior (65+) SmartPass issued by Translink15. yLink card issued by Translink (NI)16. Irish Passport Card (Cannot be used with an Irish Passport)17. Cards carrying the PASS accreditation logo (UK, Isle of Man and Channel Islands)18. Letter of sponsorship from future employment provider or voluntary organisation (Non UK only - valid for applicants residing outside UK at time of application.

**** the document must be less than one year old**

**** the document must be less than 3 months old**

**** the document must be valid**