



Select Space Ltd



Proof of Identity Checklist

This service is open to UK based businesses only. In addition to confirmation of Company Registration details the information below lists the acceptable forms of identity that must be provided.

One form of identification may not be used for both name and address. For example, if you provide your driving licence as proof of your name, you must provide another form of identification for your address, such as a utility bill.

There are several routes to provide acceptable identification for the purpose of obtaining a Mailbox or Registered Address.

Route 1 Three documents to be seen: one document from Group 1 and two further documents from Group 1, 2A or 2B.

Route 2 Three documents to be seen. One document from Group 2A and two further documents from Group 2A or 2B

Route 3 Five documents to be seen. A certified copy of a UK Birth Certificate and four further documents, one from Group 2A and three from Group 2A or 2B.

Documents

Please note if a document in the list of valid identity documents is:

- denoted with a * the document must have been issued within the last three months;
- denoted with ** the document must have been issued within the last twelve months.

UK United Kingdom of Great Britain and Northern Ireland

EEA Countries within the [European Economic Area](#)



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Group 1 – Primary Identity Documents	Group 2A – Trusted Government Documents	Group 2B – Financial & Social History Documents
<ul style="list-style-type: none"> ▪ Current Valid Passport 	<ul style="list-style-type: none"> ▪ Current Driving Licence – Full or Provisional (all countries except Group 1) 	<ul style="list-style-type: none"> ▪ Mortgage Statement ** ▪ Bank/Building Society Statement * ▪ Bank / Building Society Account Opening Confirmation Letter *
<ul style="list-style-type: none"> ▪ Biometric Residence Permit (UK) 	<ul style="list-style-type: none"> ▪ Current Driving Licence – Paper Version (UK/Channel Islands/Isle of Man & EEA Full or Provisional) 	<ul style="list-style-type: none"> ▪ Credit Card Statement* ▪ Financial Statement e.g.; Pension, Endowment, ISA (UK) ** ▪ P45 / P60 ** ▪ Council Tax Bill**
<ul style="list-style-type: none"> ▪ Current Driving Licence – Photo Card (UK/Channel Islands/Isle of Man & EEA Full or Provisional) 	<ul style="list-style-type: none"> ▪ Birth Certificate (UK/Channel Islands) (Issued after the time of birth) 	<ul style="list-style-type: none"> ▪ Utility Bill – Not mobile Phone* ▪ Work Permit / Visa (UK Residence Permit Valid up to Expiry Date) ▪ Benefit Statement – e.g. Child Allowance, Pension *
<ul style="list-style-type: none"> ▪ Birth Certificate (Issued at time of birth) Full or Short Form – no photocopies 	<ul style="list-style-type: none"> ▪ Marriage / Civil Partnership Certificate 	<ul style="list-style-type: none"> ▪ Document from Central / Local Government / Government Agency / Local Authority e.g. DWP, Employment Service, HMRC, Job Centre, Social Security **
<ul style="list-style-type: none"> ▪ Adoption Certificate (UK) 	<ul style="list-style-type: none"> ▪ HM Forces ID Card (UK) 	<ul style="list-style-type: none"> ▪ Current Valid EEA national ID Card
	<ul style="list-style-type: none"> ▪ Fire Arms Licence (UK / Channel Islands) 	<ul style="list-style-type: none"> ▪ Valid Cards carrying the PASS accreditation Logo (UK)