

RAYNET BPSS ID Verification Checklist

The easiest method of confirmation of ID is to provide a full current passport for the individual. This may be a copy of the original providing the copy has been endorsed, confirming that it is a true copy, by a separate individual who is not a relative and preferably a Controller. A passport that has expired will not be accepted.

If this is not available then **two** other forms of proof of identity should be used from the following list:-

- Current UK photocard driving licence
- Current full UK driving licence (old version)
- Recent HMRC tax notification
- Current firearms certificate
- Current evidence of entitlement to DWP benefits (e.g. Universal Credit)
- Birth certificate
- Adoption certificate
- Marriage certificate
- Civil Partnership certificate
- Proof of residence from a financial institution
- Recent original utility bill *
- Local authority tax bill (valid for the current year) *
- Bank, building society or credit union statement or passbook containing current address *
- Recent original mortgage statement from a recognised lender *
- P45 *

Those marked with an * should be dated within the last six months.

This list is not exhaustive and consideration should be made of relevant documents produced at the time. However, should a document be submitted for verification that is not on the list, please check with the BPSS Co-ordinator prior to the application being submitted.

Who can verify these documents?

- Zone Co-ordinator
- County Co-ordinator
- Group Controller
- Deputy Group Controller
- Group Registrations Officer

Please be advised that the identification can only be verified by a RAYNET-UK member who holds one of the above posts and has BPSS clearance themselves.