

## **ID REQUIREMENTS**

Please see below Vas Solicitors ID requirements.

If you are a new client or an existing client who has not previously supplied information, you are requested to supply both of the following; one item from List A and one item from List B (please note we require certified copies if you are sending these by post or if you are bringing in the original documents to our offices – we will make certified copies here)

### **UK Individuals**

#### **LIST A – Proof of Identity**

1. Current fully signed Passport
2. Current UK Photo-card Driving Licence.
3. Birth Certificate

#### **LIST B – Address Verification**

1. A bill for the supply of electricity, gas, water or telephone services (provided it is fewer than three (3) months old). Mobile phone bills are not acceptable.
2. Television Licence renewal notice.
3. Council Tax bill (provided it is fewer than three (3) months old).
4. Recent Tax Coding Notice-HMRC
5. Recent Mortgage Statement.
6. Credit Card/Bank Statement (provided it is fewer than three (3) months old) showing current address.
7. House or motor insurance certificate.
8. Record of Home Visit.

### **Overseas Individuals**

Obtain one document from list A **and** one document from list B

#### **List A**

1. Current signed passport
2. Current national identity card
3. Birth certificate

#### **List B**

1. Council tax or utility bill
2. Bank, building society, mortgage or
3. HMRC tax statement
4. House or motor insurance certificate —official, reputable overseas directory
5. Confirmation of address from a regulated person in the relevant jurisdiction