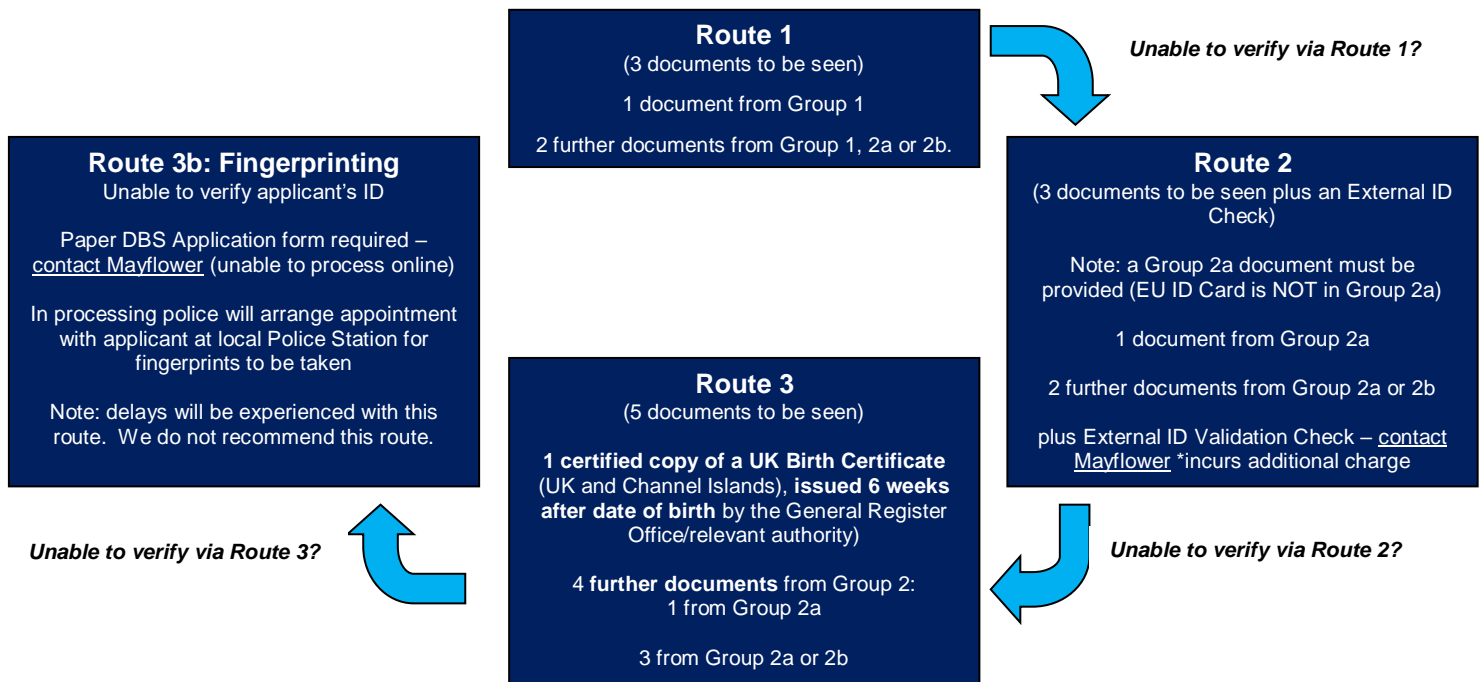


Mayflower Disclosure Services Ltd - DBS List of Acceptable Identification

- To approve a DBS Application for processing, the ID Checker or Application Manager **must** view and verify at least 3 x **original** ID documents for each DBS Applicant.
- This list/process is stipulated by the DBS. It cannot be changed/alterd/avoided. If an applicant cannot provide ID in accordance with this list a DBS check cannot be obtained.
- 3 routes can be taken. You must verify applicant's ID in accordance with the [DBS ID Checking Guidelines](#)



Group 1 : Primary Trusted Identity Credentials

- Current valid Passport
- Biometric Residence Permit (UK)
- Photo Driving Licence; Full or Provisional (UK, Isle of Man ;Channel Islands and EU Countries)
- Birth Certificate (UK and Channel Islands) - issued WITHIN 6 weeks of date of birth;
Full or short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces. (Photocopies are not acceptable)
- Adoption Certificate (UK and Channel Islands)

Group 2a

Trusted Government Issued Documents

- Current old-style UK Driving licence (pre-1998 paper version) – Full or Provisional
- EU paper Driving Licence
- Photo Driving Licence (all countries); where a Counterpart has NOT been presented
- Birth Certificate (UK and Channel Islands) - (issued 6 weeks AFTER date of birth by the General Register Office/relevant authority i.e. Registrars – Photocopies are not acceptable)
- Marriage/Civil Partnership Certificate (UK and Channel Islands)
- Adoption Certificate (UK and Channel Islands)
- HM Forces ID Card (UK)
- Fire Arms Licence (UK and Channel Islands)

Group 2b

Financial/Social History Documents

- Mortgage Statement (UK or EEA) (Non-EEA statements must not be accepted) **
- Bank/Building Society Statement (UK or EEA) (Non-EEA statements must not be accepted) *
- Bank/Building Society AOC (Account Opening Confirmation Letter) - (UK) *
- Credit Card Statement (UK or EEA) (Non-EEA statements must not be accepted) *
- Financial Statement - e.g. pension, endowment, ISA (UK) **
- P45/P60 Statement (UK & Channel Islands) **
- Council Tax Statement (UK & Channel Islands) **
- Work Permit/Visa (UK) (UK Residence Permit, valid up to expiry date)
- Utility Bill (UK) – Not Mobile Telephone *
- Benefit Statement - e.g. Child Allowance, Pension *
- A document from Central/ Local Government/ Government Agency/ Local Authority giving entitlement (UK & Channel Islands) *- e.g. DWP, the Employment Service, HMRC, Job Centre, Job Centre, Social Security
- EU National ID Card – must be valid
- Cards carrying the PASS accreditation logo (UK and Channel Islands) – must be valid
- Letter from Head Teacher or College Principal (16-19 year olds in full time education in the UK)
- Sponsorship letter from future employer (Non-UK, Non-EEA applicants only)

▪ Denoted with * - it should be less than 3 months old

▪ Denoted with ** - it should be less than 12 months old

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