

List of Valid Disclosure & Barring Service (DBS) Identity Documents

Group 1 – Primary Trusted Identity Credentials

- Current valid Passport
- Biometric Residence Permit (UK)
- Current Driving Licence (UK) (Full or provisional) Isle of Man/Channel Islands;
Photo card only (a photo card is only valid if the individual presents it with the associated counterpart licence; except Jersey)
- Birth Certificate (UK and Channel Islands) – issued within 12 months of date of birth;
Full or short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces

Group 2a – Trusted Government/State Issued Documents

- Current UK Driving Licence (old style paper version)
- Current Non-UK Photo Driving Licence (valid only for applicants residing outside of the UK at time of application)
- A UK and Channel Islands birth certificate (issued more than 12 months after the date of birth by the General Registry 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 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)**
- Letter of Sponsorship from future employment provider
- (Non-UK/Non-EEA only – valid only for applicants residing outside of the UK at time of application)
- 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. from the Department for Work and Pensions, the Employment Service, Customs & Revenue, Job Centre, Job Centre Plus, Social Security
- EU National ID Card
- Cards carrying the PASS accreditation logo (UK and Channel Islands)
- Letter from Head Teacher or College Principal (16/17 years olds in full time education – only used in exceptional circumstances when all other documents have been exhausted)

Please note:

If a document in the List of Valid Identity Documents is:

- **Denoted with *** - it should be less than three months old
- **Denoted with **** - it should be issued within the past 12 months
- **Not denoted** – it can be more than 12 months old

EEA = European Economic Area

July 2013