



Bath Building Society

Identification for Individuals

The regulations require us to view documentary evidence to establish **(A)** your true full name and **(B)** your current permanent address including postcode, before we can open an investment account or provide a mortgage. Please provide one piece of identification from list (A) and one from list (B).

We will require either the original document or a certified copy of the document. We will accept copies certified by a UK Solicitor, FSA Authorised Financial Intermediary (registration number must be quoted), Chartered or Certified Accountant, Doctor, Police Inspector or senior officer, ministers of religion, teachers, hostel managers, nursing home managers and social workers.

The copy must be certified 'originals seen', dated and signed, giving the contact details of the person certifying the copies. If the document contains a photograph, it must be certified as providing a good likeness of the subject. We do not encourage you to send original documents in the post.

List A – Verification of Identity

- Full UK/EU passport
- UK driving licence (old style).
- Photocard driving licence.
- Disabled persons card with photo and reference, not more than 10 years old.
- Shotgun Licence/Firearms certificate.
- Latest Tax Notice of Coding or document with NI Number (no more than 1 year old).

List B – Verification of Address (all items must show current address)

- Latest Bank Statement or Mortgage Statement
- Latest Council tax bill.
- Driving licence if not used as evidence from list A.
- Latest Tax Notice of Coding or document with NI Number (no more than 1 year old) if not used in list A.
- Solicitors letter confirming house move (No more than 2 months old)
- Utility bill (no more than 3 months old)

Young Persons – List A – Verification of Identity

- Original Birth Certificate – but only for applicants under 18
- National Insurance Card - but only for applicants under 20
- A grant letter from an LEA - students only
- Medical Card - but only for applicants under 18
- A Citizen Card – but only for applicants under 18

Young Persons – List B – Verification of Address (all items must show current address)

- Parent/Guardian address document can be used if they live at the same address - under 18 only
- Confirmation from the applicant's college or university.
- A grant letter from an LEA – students only, if not used in list A
- Medical Card - but only for applicants under 18, if not used in List A
- A Citizen Card – but only for applicants under 18, if not used in List A

Contact details:

Head Office: 15 Queen Square, Bath, BA1 2HN

Mortgage Department: Telephone 01225 475702 Fax 01225 424590

Investment Department: Telephone 01225 423271 Fax 01225 424590

Email: bsoc@bibs.co.uk Website: www.bathbuildingsociety.co.uk

Bath Investment and Building Society are authorised and regulated by the Financial Services Authority.

ID/11/2008 Mortgages

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