



# Identification and Proof of Address requirements

We have a responsibility to protect you and ourselves from identity theft and money laundering. This is usually done through an electronic identification check. However, we've been unable to do so in this instance, so we need to complete our checks in person at your Recommendation Meeting with your Adviser. Please could you take some time to find, and have to hand, one form of identification (which includes your date of birth for proof of age) and one proof of address document (which contains your name and address) from the lists below. Thank you.

## Documents to have ready

Please note: Your identification and proof of address cannot be from the same document. For example, if a photocard driving licence is used to verify your identity (list 1 below), then a different document will be required as proof of address (list 2 below).

If you are making a joint application, then bills in joint names may be considered as one proof of address for each individual named on the bill.

Your proof of age can be established via a current and valid passport or photocard driving licence. If you don't have these, for proof of age only, you can use an expired passport or a birth certificate. If using a birth certificate

and you have changed your name by marriage, please also supply your marriage certificate.

Your proof of age and proof of address cannot be from the same document. For example, if your current and valid passport is used to verify age and identity (list 1 below) then your current and valid driving licence will be required as proof of address (list 2 below).

If you have recently changed your name (e.g. through marriage or deed poll) and have not made the appropriate changes to your documentation, your Adviser will let you know what additional documents are required.

## List 1: Proof of Identity (ID)

Please choose one document from the list below:

1	Passport	It must be current and valid.
2	Photocard driving licence	It can be a full or provisional licence, and must be current and valid.
3	Old-style paper driving licence	It must be a full licence, and current and valid.
4	UK Biometric Residence Permit	It must be current and valid.
5	Letter from HM Revenue & Customs (HMRC) tax office	We do not accept a P45 or P60. This should be a recent statement – within the last 6 months or within 12 months if only issued annually.
6	Evidence of entitlement of state or local authority benefits	This should be recent evidence. As well as the individual's name it must have their date of birth, or address.
7	Firearms certificate or shotgun licence	It must be current and valid.

## List 2: Proof of Address

Please choose one document from the list below:

1	Council tax statement or demand letter	This must be for the current tax year.
2	Current bank statement or mortgage statement	This should be a recent statement – within the last 6 months or within 12 months if only issued annually like a mortgage statement. We do not accept credit or store card statements.
3	Utility bill	This must show the home address and be dated within the last 6 months. It could be a gas, electric or water bill. We can't accept mobile phone or store card bills.
4	Photocard driving licence	Only if not used as proof of name as above. It can be a full or provisional licence, and must be currently valid.

**Legal & General Financial Advice Limited** is a wholly owned subsidiary of Legal & General Group plc. Registered in England and Wales number 11901252. **Registered office:** One Coleman Street, London EC2R 5AA. Legal & General Financial Advice Limited is authorised and regulated by the Financial Conduct Authority.

Q0059261/195102/Nov/2019

