

Acceptable Proof of Identity and Residence

If you have been asked to send in further proof of identification and/or residence, please refer to the information below for guidance on documents that we can accept.

Please send one document from list A to confirm identity and one document from List B to confirm address.

A: Accepted Documents for Proof of Identification

Passport – must be current and signed
UK/Northern Ireland Driving Licence – current photo card licence only
UK Provisional Driving Licence - current photo card licence only
National ID card for EU nationals
Firearms certificate/shotgun licence – must be current

Secondary List - Identification

Confirmation of entitlement to state or local authority benefits (Including pension, tax credit, child benefit, housing benefit, educational grants, winter fuel bill etc) – dated within 12 months
HMRC tax notifications (NOT P60 or P45) - valid for current year and dated within 12 months UK Bank / Building Society Current Account Statement – dated within 3 months (online statement acceptable if on letter headed paper bearing the customer name, address and account details)
Armed Forces ID Card
Court Documentation (Enduring Power of Attorney / Lasting Power of Attorney / Court Order) (POAI)

B: Accepted Documents for Proof of Address

Primary list (*if not already used for identity)

UK/Northern Ireland Driving Licence* – current photo card licence only
Confirmation of entitlement to state or local authority benefits* (Including pension, tax credit, child benefit, housing benefit, educational grants, winter fuel bill etc) – dated within 12 months
HMRC tax notifications* (NOT P60 or P45) - valid for current year and dated within 12 months UK Bank / Building Society Current Account Statement* – dated within 3 months
Council Tax statement – dated within 12 months
Gas / Electric / Landline Telephone bill – dated within 3 months
Water Bill – dated within 12 months
Credit Union Statement – dated within 3 months
Letter from College / University – dated within 12 months



Secondary List – Residency

Current Housing Association / Council Tenancy Agreement

Letter from the Matron of a nursing home, long term care unit or residential home for the elderly - dated within 3 months

Letter from Social Services / Hospital Authority - dated within 3 months

Letter from the Commanding Officer for members of the armed forces dated within 3 months

Immigration Status Document

Court Documentation (Enduring Power of Attorney / Lasting Power of Attorney / Court Order)

We accept original and photocopies of documents. All originals will be returned to you.

You can send documents to:

Gatehouse Bank

PO Box 861

Wallsend NE28 5BP

Alternatively, you can upload your documents via the Document Upload Portal if advised as part of your application.

If you have any questions on acceptable proof of identification or residence, please contact us on 0345 600 3350 Monday to Friday 9am-5pm, or info@gatehousebanksavings.com

