



# Leeds Building Society

## ID Checklist – Mortgage

Provide one document from the primary list or two from the secondary list

### Primary

Documents must show the customer's full name and photograph and either their current residential address or date of birth. All of these documents will bear a photograph.

- Current UK, EU or EEA Passport (Swiss Passport also accepted)
- Current UK (full or provisional) driving licence bearing an up to date photograph\*
- Valid Shotgun Licence or Firearms Certificate issued by your local police force
- Valid EU or EEA Member State Identity Card (Swiss Member Card also accepted)
- Identity Card issued by the Electoral Office for Northern Ireland (i.e. current Northern Ireland Voter's Card)
- Valid Blue Disabled Driver's Pass issued by a UK Local Authority (Council)

*\*N.B. It should be noted that as well as a general expiry date for UK Driving Licences, the photograph has a separate expiry date (10 years from first issue). Northern Ireland Driving Licences have a single expiry date, which is 10 years from date of issue.*

### Secondary

Documents must show the customer's full name (i.e. Not initials) and either their current residential address or date of birth. These documents will not bear a photograph.

- UK (full only) driving licence bearing current address (paper version issued pre 1998)
- UK issued Birth Certificate (for under 18s only and in respect of savings applications only)
- Benefits Agency letter of notification confirming rights to state benefits (including DWP, Job Centre Plus, State Pension, Local Authority Housing)
- HMRC Tax Notification correspondence (including tax assessment; PAYE coding) please note a P45 or P60 is not acceptable
- A Credit/Debit Card/Savings/Mortgage Statement from a regulated financial sector firm in the UK or EU
- A UK Local Authority Council Tax bill
- A utility bill or prepayment certificate
- Instrument of a UK Court Appointment
- Initial deposit by personal cheque (drawn on a regulated UK bank account in the customer's name)
- Solicitor written confirmation of house move