



Required Documents

LIST OF REQUIRED DOCUMENTS

Photograph

You will need to provide us with a good-quality, passport-style colour photograph (45mm x 35mm). If you.

We check this photograph against one from your identity documents (your passport, driving licence, etc). This is so that we can check that:

- you are who you say you are, and;
- you are the person who took the training.

Group A

- Current, valid UK passport.
- Current, valid passport of any other nationality.
- Current, valid photocard driving licence if it was issued by the DVLA in Great Britain **We will not accept the photocard on its own if it was issued by the DVA in Northern Ireland.**
- Current, valid photocard driving licence **and its paper counterpart** issued by the DVA in Northern Ireland.
- UK original birth certificate issued within 12 months of birth.
- Current, valid UK biometric residence permit card.

Group B

If you have been asked to take Group B documents to the post office they must be from this list and they must show your current address.

- Bank or building society statement issued to your current address, less than three months old. You can use more than one

statement as long as each is issued by a different bank or building society.

- Utility bill (gas, electric, telephone landline, water, satellite, cable) issued to your current address within the last three months. **You can only submit one utility bill in support of your application. We cannot accept mobile phone bills.**
- A credit card statement sent to your current address within the last three months. You can submit more than one statement as long as each is issued by a different issuer.
- Council Tax statement issued in the last 12 months.
- Mortgage statement issued in the last 12 months.
- Letter from H.M. Revenue & Customs, Department of Work and Pensions, employment service, or local authority issued within the last three months. You can submit more than one letter as long as each is issued by a different Government department or a different local authority.
- P45 statement of income for tax purposes on leaving a job issued in the last 12 months.
- P60 annual statement of income for tax purposes issued in the last 12 months.
- Current UK driving licence – paper version (not the paper counterpart to a photocard).
- Driving licence photocard (without a paper counterpart) issued by the DVA in Northern Ireland.
- Pension, endowment or ISA statement issued in last 12 months.
- Valid UK firearms licence with photo.