

Group 1 and 2 Documentary Evidence List

If you need to fill in a CRB disclosure application form, please bring the relevant forms of ID documents to the training session and forms will be available to complete.

Can you produce any documents from Group 1?

Yes - 3 documents must be seen, one from Group 1 and any two from Groups 1 or 2.

No - 5 documents from Group 2 must be seen.

Group 1

Passport	EU National Identity Card
Driving Licence (UK) (Full or provisional) -England/ Wales/ Scotland/ Northern Ireland/ Isle of Man ; either photocard or paper (a photo card is only valid if the individual presents it with the counterpart licence)	Birth Certificate (UK) - issued within 12 months of date of birth – full or short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces
HM Forces ID Card (UK)	Firearms Licence (UK)
Adoption Certificate (UK)	

Group 2

Marriage/Civil Partnership Certificate	Financial Statement ** - e.g. pension, endowment, ISA
Birth Certificate	Vehicle Registration Document (Document V5 old style and V5C new style only)
P45/P60 Statement (UK) **	Mail Order Catalogue Statement *
Bank/Building Society Statement *	Court Claim Form (UK) ** - Documentation issued by Court Services
Utility Bill* - electricity, gas, water, telephone – including mobile phone contract/bill	Exam Certificate e.g. GCSE, NVQ, O Levels, Degree
TV Licence **	Addressed Payslip *
Credit Card Statement *	National Insurance Card (UK)
Store Card Statement *	NHS Card (UK)
Mortgage Statement **	Benefit Statement* - e.g. Child Allowance, Pension
Insurance Certificate **	Certificate of British Nationality (UK)
Council Tax Statement (UK) **	Work Permit/Visa (UK) **
A document from Central/ Local Government/ Government Agency/ Local Authority giving entitlement (UK)*: e.g. from the Department for Work and Pensions, the Employment Service , Customs & Revenue, Job Centre, Job Centre Plus, Social Security	One of the following documents from the United Kingdom Borders Agency (UKBA) (formerly the Immigration and Nationality Directorate – IND) (UK): Do not use more than one of the following documents Convention Travel Document (CTD) - Blue Stateless Person's Document (SPD) - Red Certificate of Identity (CID) - Brown Application Registration Card (ARC) Immigration Status Document (ISD)
CRB Disclosure Certificate **	Letter from a Head Teacher *
Connexions Card (UK)	

***documentation should be less than three months old**

****issued within past 12 months**

All documents must be originals and match the information given on the CRB form