

Identification Documentation Required for Private Individuals

Documentation must be current i.e. issued within past 6 months or in the case of photo identity with a visible future expiry date.

PHOTOGRAPHIC IDENTIFICATION

- Drivers Licence
- Passport
- Official (National) Identity Card
- GNIB card accompanied by letter from Office of Minister for Integration (signed and stamped) or UK equivalent

NAME/ADDRESS VERIFICATION

- Utility bills – Bord Gais, Electric Ireland, Airtricity, Eir
- Bank, building society or financial institution statements
- Tax credit information from Revenue, Revenue C2 Tax certificate or UK equivalent
- Official documentation issued by the Department of Social Protection and addressed to the individual
- Instrument of court appointment (such as liquidator, or grant of probate)
- House Insurance certificate or schedule
- Motor Insurance certificate or schedule
- Credit Card bills

UNACCEPTABLE DOCUMENTATION

- Insurance proposal documentation, Vehicle Registration Form
- General Insurance certificates or schedules eg travel, pet, health insurance
- Payslip with name and address
- Bin charges
- TV licence
- Driver's Licence for name/address verification if used as photo identification for the Account Opening Form
- Tenancy Agreement or Rent Book
- Medical Card
- Any documentation with an address with is c/o a hostel, hotel or B&B

In cases where a plausible explanation is offered by a customer as to why none of the above address documentation can be provided, we may choose the following to assist in confirming the identity of the customer, having regard to any data protection requirements:

- Examination of the electoral register (including online version)
- Examination of a local telephone directory or available street directory
- Confirmation of identity by a known/recognisable employer. In this case a call verifying the individual's employment must be made to the relevant employer on recorded line and call noted on clients account
- Search of Stubbs/ICB/Equifax or similar agency.

If a customer is married and the identification is in the customer's maiden name, a certified copy of the customer's Marriage Certificate must also be obtained.

BCP also has a mobile app, ID Pal, which allows clients to supply updated AML to BCP via their mobile phone. Please contact our Sales Support Team on 01 668 4688 for further information.