

**When you join Nottingham Credit Union, the credit union is required by law to show evidence that we have checked the following about you:**

**Full name, address, date of birth**

**You will need to produce 2 documents, which include your full name, your home address and your date of birth.**

**We need to see one of the following original documents to confirm your identity;**

Valid passport

Valid photo card driving licence (full or provisional)

ARC (Asylum Registration Card)

Home Office status letter

Benefits Agency/ DWP/ Employment Service documents

Certificate of British Nationality

**We need to see one of the following to confirm your address which is no more than 3 months old;**

Inland Revenue documents

Current Utility bill

Bank, Building Society, Mortgage, Credit Union or Credit Card Statement

Council Tax bill or other Local Authority Documents

Tenancy Agreement

Court Correspondence

### **Young Savers**

Valid Passport

Original Birth Certificate

Child Benefit or Child Tax Credit letters; showing the name and date of birth of the child

For confirmation of address: document in the name of a parent of the same surname living at the same address, from the above list for adult members

Proof of ID for parent / guardian: see list above. Only adults who have provided ID will be able to access the account.

If none of the above are available, written confirmation from a professional that details your name, address and date of birth would be acceptable. This includes a minister of religion, doctor, social worker or other professional can confirm the details in writing.

**Nottingham Credit Union has the ability to withdraw membership from any member who is not using their account and who has a balance of below £5 within 6 months of opening it.**

