



Post Office® Identity Document Checking Service

postoffice.co.uk

The Post Office® identity document checking service is for customers that need to have photocopies of identity documents certified as being a true likeness of the original. For a fee of £7.15* we will check up to a maximum of three original documents against the photocopies and certify each photocopy as a true likeness of the original document.

Customers are advised to ensure that this service will be acceptable to the intended recipient.

What you need to do

Bring into the Post Office® your original identity documents and a clear and legible photocopy of each of the original documents you would like to have certified. Then simply complete the details on the form and pay the £7.15* fee.

See www.postoffice.co.uk/branchfinder and select Document Certification Service to find your nearest checking service branch.

What we will do

We shall check your original identity document against the photocopies you want to have certified to satisfy ourselves that the details on the original identity documents match exactly those on the photocopy. Once we have carried out these checks each copy will be endorsed with the words 'this copy is a true likeness of the original' and will be date stamped and signed. The original copies and photocopies will be handed back along with the completed form and receipt.

Name:

Address:

Postcode:

Passport

Driving Licence

Utility Bill**

Bank Statement**

Other (please specify)

**Issued within specified period, usually three months.

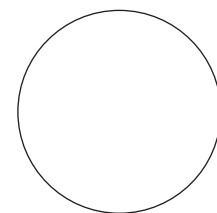
Post office use only

Original ID seen

Fee accepted

Photocopy signed and dated

Receipt given



Date stamp

Signed:

*Cheques not acceptable as a method of payment.

Post Office Ltd. Registered in England and Wales no: 2154540.
The registered office is 148 Old Street, London EC1V 9HQ.

The Post Office and the Post Office symbol are registered trade marks of Post Office Ltd in the UK and other countries.