

ST JAMES' SAFE DEPOSIT -

IDENTIFICATION REQUIREMENTS

Present one document from Table A and one document from Table B when opening an account with St James' Safe Deposit Company Limited.

Documents should be in English or translated into English. Any translation should be legalised by either a UK registered solicitor, Embassy of the foreign national or Notary Public/Lawyer in the country of residence of the foreign national. All legalised documents and translations when presented should be no more than 6 months old.

Whilst in most instances St James' Safe Deposit Company Limited can open an account immediately, we reserve the right to decline to open an account due to our internal processes without further explanation.

TABLE A – PROOF OF YOUR IDENTITY	
<i>Proof of your identity documents must be valid and contain a photograph.</i>	
Document	Notes
Current Signed Passport	<i>UK Full photo Card Driving Licence may be used as proof of your address (not provisional) provided this is not also being used as proof of your identity</i>
Current UK Full Photo Card Driving Licence (Not provisional)	
EEA National ID Card	<i>We will not accept any passport that shows V.I.P.P. (Visa in previous passport), without seeing the original visa. You will need to present your existing current passport, plus the passport that contains the valid visa or residents card.</i>
EEA National Driving Licence	
UK Armed Forces ID Card	
UK National Agency ID Card (Police etc.)	
Non EEA Nationals must provide a passport with a valid UK visa	
TABLE B – PROOF OF YOUR ADDRESS	
Document	Notes
Current UK Full Photo Card Driving Licence (Not provisional)	<i>Provided this is not also being used as proof of your identity</i>
Statement : • Bank Statement, Credit Card, Mortgage	<i>Statements must be less than 6 months old</i>
Household Bills : • Gas, Electric, Water, Telephone, Cable	<i>Bills should be less than 6 months old</i>
Local Authority : • Council Tax Bill	<i>Local authority items should be less than 12 months old</i>
HM Revenue & Customs : • Notification of Coding or Demand • Disabled persons Tax Credit • National Insurance Contribution Account Statement	<i>Tax notifications and correspondence must either be less than 6 months old or dated within the current (6th April to 5th April) tax year</i>
Benefits Agency Notification : • Child Benefit, Working/Child Tax Credit, Pension etc.	<i>Benefits Agency Notifications must have been issued within the last 12 months and be valid for current or future benefits and are acceptable only for the addressee</i>