

## Help us to get your account up and running

If we've asked you to confirm your name and/or address, the tables below show the documents we'll accept. Please send two documents, one from list A and one from list B.

### Important information

- Documents must show your full first name and surname (we will accept initials for documents from list B)
- Documents that contain your address from list A and B must match the residential address given in your application
- You cannot use the same document for proof of identity and address
- Documents must be the most recent available (details are provided in the tables)
- We cannot accept internet or ATM produced bank/building society statements or utility bills

### List A - Identity

Passport	Must be current and valid (signed). If sending a copy, please send the personal details page – the one with your photo.
UK or Northern Ireland driving licence	Must be current photocard OR full old-style paper licence
National identity card for EU nationals	
Confirmation of entitlement to state or local authority benefits (including pension, tax credit, child benefit, housing benefit, educational grants, winter fuel bill etc)	Must be dated within the last 6 months
HMRC tax notifications valid for the current tax year or previous tax year	Must be dated within the last 12 months. A P45 or P60 is not acceptable
Armed Forces ID Card	

### List B - Address

UK or Northern Ireland driving licence	Must be current photocard OR full old-style paper licence <b>Not acceptable as proof of address if already used for identity</b>
Confirmation of entitlement to state or local authority benefits (including pension, tax credit, child benefit, housing benefit, educational grants, winter fuel bill etc)	Must be dated within the last 6 months <b>Not acceptable as proof of address if already used for identity</b>
HMRC tax notifications valid for the current tax year or previous tax year	Must be dated within the last 12 months. A P45 or P60 is not acceptable <b>Not acceptable as proof of address if already used for identity</b>
UK bank, Building Society or Credit Card Statement	Must be dated within the last 3 months
Recent Mortgage statement from a recognised lender	Must be dated within the last 12 months
Gas, electric, landline telephone or water bill	Must be dated within the last 6 months
Local Authority council tax demand valid for the current year	Must be dated within the last 12 months
Letter from College or University	Must be dated within the last 12 months

### Sending your documents

Please send your documents Freepost to us at:

RTEX-LLUT-KKKE  
Paragon Bank  
PO Box 850  
Wallsend  
NE28 5BJ

Documents you send to us need to be original or certified copies. However, we recommend that you send certified copies. A number of professional persons and organisations can certify your documents such as the post office or a professional such as a solicitor or an accountant. Please refer to the helpful information section on our website for a full list of acceptable certifiers. Every page should be certified and you must provide contact details, address and telephone number for the person certifying your documents as we may need to contact them.

If sending originals of important documents such as passports, licences and identity documents, please use registered post. We'll return all original documents we receive.