

Appendix A – Registration Requirements

In order to register, an individual would normally need to provide the following primary document, including:

- National Insurance number;
- Date of Birth; and
- Current address.

If a resident does not have a fixed address they can still register using a temporary address by making a 'declaration of a local connection' at a local electoral office. If an individual does not know their date-of-birth then they can provide an approximate age.

If a resident does not have an NI number when registering through IER, the Electoral Services team may contact them to prove their eligibility to vote. The types and quantities of documents required to successfully establish an applicant's identity are as follows:

Documents which may be used in place of an NI number to prove eligibility

Route 1: Applicants may provide any ONE document from table 1 to establish their identity

Route 2: Applicants who cannot provide any documents from table 1 can provide ONE document from table 2 and TWO additional documents from either table 2 or table 3 to establish their identity

Route 3: Applicants who cannot provide any documents from tables 1 or 2 can provide FOUR or more documents from table 3 to establish their identity.

Table 1 - Primary Identification Documents

Document	Notes
Passport	Any current passport
Biometric residence permit	UK issued only
EEA ID Card	Must still be valid
Photocard part of current driving licence	UK or Isle of Man or Channel Islands full or provisional
Northern Ireland Electoral ID Card	

Table 2 - Trusted Government Documents

Document	Notes
Old-style paper version of a current driving licence	United Kingdom only
Current photo driving licence	Any other than UK and Crown Dependencies
Birth certificate	UK and Crown Dependencies only
Marriage or Civil Partnership certificate	UK and Crown Dependencies only
Adoption certificate	UK and Crown Dependencies only
Firearms licence	UK and Crown Dependencies only
Police bail sheet	UK and Crown Dependencies only

Table 3 - Financial and Social History Documents

Document	Notes	Issue date and validity
Mortgage statement	UK, Crown Dependencies or EEA	Issued in the last 12 months
Bank or Building Society Statement	UK, Crown Dependencies or EEA	Issued in the last 3 months
Bank or Building Society account opening confirmation letter	UK and Crown Dependencies	Issued in the last 3 months
Credit card statement	UK, Crown Dependencies or EEA	Issued in the last 3 months
Financial statement e.g., pension or endowment	UK, Crown Dependencies or EEA	Issued in the last 3 months
Council Tax statement	UK and Crown Dependencies	Issued in the last 12 months
Utility bill	UK and Crown Dependencies - not mobile phone bill	Issued in the last 3 months
P45 or P60 statement	UK and Crown	Issued in the last 12 months