

# Housing Register evidence checklist

<b>1. Identification for each adult</b>	<input checked="" type="checkbox"/>
<p>Please provide ONE of the following:</p> <ul style="list-style-type: none"> <li>• Passport</li> <li>• Driving Licence</li> <li>• Photo bus pass</li> <li>• Identity card issued by EU country</li> <li>• Home Office acceptance letter</li> <li>• Immigration status document</li> <li>• UK resident permit</li> <li>• Citizenship card (with photo)</li> <li>• <u>Full</u> birth certificate</li> <li>• Medical card</li> </ul> <p><i>If your name has changed since birth, you will need to provide us with a copy of the deed poll that proves the change of name.</i></p>	<input checked="" type="checkbox"/>
<b>2. Identification for each child</b>	<input checked="" type="checkbox"/>
<p>Please provide TWO of the following for <u>each</u> child:</p> <ul style="list-style-type: none"> <li>• <u>Full</u> birth certificate or passport</li> <li>• Child Benefit award letter/proof on bank statements</li> </ul>	<input checked="" type="checkbox"/>
<b>3. Immigration status for non-UK citizens</b>	<input checked="" type="checkbox"/>
<p><u>EU citizens</u> Please provide Settled Status codes for your household</p> <p><u>People from outside the EU</u></p> <ul style="list-style-type: none"> <li>• Evidence that you have one of the following:</li> <li>• Indefinite leave to remain (ILR)</li> <li>• Refugee status or humanitarian protection</li> <li>• Discretionary leave - if it includes recourse to public funds.</li> </ul>	<input checked="" type="checkbox"/>
<b>4. Proof of address for each applicant</b>	<input checked="" type="checkbox"/>
<p>Please provide <u>ONE</u> of the following:</p> <ul style="list-style-type: none"> <li>• Driving licence</li> <li>• Current tenancy agreement</li> <li>• gas, electricity or water bill dated within the last 2 months</li> <li>• bank statement dated within the last 2 months</li> <li>• Council Tax bill for this year</li> <li>• Housing Benefit entitlement letter for this year</li> <li>• College/School letter dated within the last 2 months.</li> </ul>	<input checked="" type="checkbox"/>

<ul style="list-style-type: none"> <li>• letter addressed to you dated within the last 2 months from any of the following: solicitor, social worker, probation officer, the Home Office, DWP, NHS, HM Revenue &amp; Customs</li> <li>• payslip from within the last 2 months</li> </ul>	
<b>5. Proof of income for all adults</b>	<input checked="" type="checkbox"/>
<p>Please provide ALL of the following:</p> <ul style="list-style-type: none"> <li>• last two months bank statements for all bank accounts (including savings)</li> <li>• documents showing any stock, shares, bonds, or certificates owned</li> <li>• a copy of your latest accounts if you are self-employed and letter from the HMRC to indicate self-employment.</li> </ul>	
<b>6. Information regarding your current home</b>	<input checked="" type="checkbox"/>
<p><u>If you are renting</u> Please provide ALL of the following:</p> <ul style="list-style-type: none"> <li>• tenancy agreement</li> <li>• rent statement dated within the last 2 months – you may need to request this from your landlord</li> <li>• Where applicable: notice, possession order or eviction notice</li> </ul> <p><u>If you own your home</u> Please provide ALL of the following:</p> <ul style="list-style-type: none"> <li>• valuation of your property (dated within the last 2 months)</li> <li>• mortgage statement (dated within the last 12 months)</li> </ul>	
<b>7. Housing debts</b>	<input checked="" type="checkbox"/>
<p>If you have housing debt, please provide ONE of the following to show that you are paying this debt back:</p> <ul style="list-style-type: none"> <li>• rent/mortgage statement</li> <li>• letter from the landlord</li> <li>• bank statements for the last 3 months with transactions highlighted</li> </ul>	
<b>8. Medical information</b>	<input checked="" type="checkbox"/>
<p>Please supply ONE of the following:</p> <ul style="list-style-type: none"> <li>• letter from GP/Hospital or other health professional explaining how your housing situation is negatively impacting on your health</li> <li>• a Housing Need Report from your Occupational Therapist.</li> </ul>	
<b>9. Proof of pregnancy</b>	<input checked="" type="checkbox"/>

Please supply a MAT B1 form	
<b>10. Current/former British Armed Forces personnel</b>	
Proof of current service or discharge papers from the last 5 years.	