

# Identification requirements for Nationwide International



**Nationwide**

If you are visiting a branch of Nationwide Building Society to have your ID documents certified, please hand this to the person helping you to ensure your request is dealt with effectively.

## Photographic ID

Ensure the passport, driving licence or national identity card is valid and bears the photograph and signature of the person presenting it to you

If a completed application form has also been provided, check that the signature matches the ID document

Photocopy the ID document(s) including the signature page and either complete the 'Certification of Identification Documents' form which can be downloaded from the Intranet or stamp the copy as 'Certified True Copy of Original' and confirm the photo is a true likeness of the document holder.

## Address ID

Ensure that the bank statement/utility bill presented are no more than 3 months old

If an application form is also provided, ensure name (including initial) and address match the ID document

Photocopy the document and either complete the 'Certificate of Identification Documents' form which can be downloaded from the Intranet or stamp as 'Certified True Copy of Original'.

**PLEASE NOTE: NATIONWIDE INTERNATIONAL DOES NOT HAVE ACCESS TO PORTRAIT**

**ORIGINALS AND COPIES OF ID DOCUMENTS SHOULD NOT BE RETAINED BY NATIONWIDE BUILDING SOCIETY IN THE UK.**

You can fax over the copies of the ID to us however, the original certified copy must be posted to us. Thank you for your assistance. If you have any queries, please contact us. **Please remember to sign and print your name and staff number**

**NATIONWIDE INTERNATIONAL LTD, PO BOX 217, 5-11 ST GEORGES STREET, DOUGLAS, ISLE OF MAN, IM99 1RN**

**Telephone: 01624 696000**

**Fax: 01624 696001**

**Web: [nationwideinternational.com](http://nationwideinternational.com)**

A wholly owned subsidiary of Nationwide Building Society. Registered in the Isle of Man No. 52214. Licensed by the Isle of Man Financial Supervision Commission

NIL15 (Sept 2010)