| **Dependent upon your circumstances when you attend your interview some or all of the following documents will be needed to support your claim to prove identity** | |
| --- | --- |
| Photographic identity, e.g. passport, driving licence or EEA national identity card. If you don’t have photo ID, the Jobcentre might ask you security questions about yourself and use other evidence to identify you |  |
| Confirmation of your address, e.g. an official letter from a bank or energy company |  |
| NI number - you can find this on a payslip or a letter from HMRC - call the helpline on 0300 200 3500 (textphone 0300 200 3519) if you can’t find your NI number |  |
| Bank, building society or credit union account, e.g. a bank statement or bank card |  |
| How much rent you pay - this can be found on your rent agreement, ask your landlord or letting agent for a copy if you don’t have one |  |
| Your landlord’s address - this can be found on your rent agreement, ask your landlord or letting agent for a copy if you don’t have one |  |
| Any savings you have and any other ‘capital’ investments, e.g. shares or property - you’ll need a bank statement to show your savings or details of property you own |  |
| Any income you get that's not from work, e.g. from a pension or insurance plan |  |
| Details of how much you earn from work, e.g. recent payslips |  |
| How much you pay for childcare (if you want to claim for childcare costs), e.g. an invoice or receipt |  |
| P45 if you’ve left work |  |
| Any other benefits you’re getting, e.g. benefits letters or a bank statement |  |
| Birth certificates of your children - if you’ve lost a birth certificate you can order a new one |  |
| Child benefit reference numbers for any children you have if you get child benefit - this can be found on letters to you about child benefit, it will start with 'CHB' and is made up of 8 numbers and 2 letters, e.g. CHB12345678 AB - phone the Child Benefit Office on 0300 200 3100 (textphone 0300 200 3103) if you need help |  |
| **If you're claiming with a partner, you'll both need to take evidence** | |
| If you can’t provide the right evidence, you should contact the Universal Credit helpline and explain why. You might be able to get more time to get the documents together.  **Universal Credit helpline**  **Telephone: 0800 328 5644**  **Open Monday to Friday 8am to 6pm** | |