

# ID VERIFICATION SERVICE

@lantic data<sup>Ltd</sup>  
CONFIDENTIAL

First Name: [REDACTED]  
Middle Name 1: N/A  
Middle Name 2: N/A  
Middle Name 3: N/A  
Surname: [REDACTED]

Address Line 1: [REDACTED]  
Address Line 2: [REDACTED]  
Town: [REDACTED]  
Postcode: [REDACTED]  
Date Of Birth: [REDACTED]

Dear [REDACTED]

Please take this form and your selected documents from the list below to a participating Post Office® branch on or before [REDACTED] to have your identity verified.

To find your nearest participating Post Office® branch please visit [www.postoffice.co.uk/branch-finder](http://www.postoffice.co.uk/branch-finder), select **CRB & ID Verification Service** from the required droplist and search on your Postcode/town.

Your identity documents must be original and not photocopies, and must not have been downloaded via the internet. One document must confirm your date of birth and one must confirm your current address.

You can pay the **£ 11.00** fee by cash, or debit/credit card at the Post Office branch. If the Post Office branch cannot complete the verification process, please contact DBS Team at [dbs@manchester.ac.uk](mailto:dbs@manchester.ac.uk) or phone +44 (0) 161 306 6000.

Regards

Atlantic Data Online Team

## For Post Office Official Use -

Scan barcode to Serve Customer

1

Barcode

CHECK CUSTOMER ID	CUSTOMER DETAILS
Initials:	[REDACTED]
Date of Birth:	[REDACTED]
Door Number:	[REDACTED]
Postcode:	[REDACTED]

### DOCUMENTS PRESENT

### MATCH SHORT NAME

### MATCH REF

### MATCH DATE

This field will contain a list of the ID you have selected

A

Barcode

D

Barcode

B

Barcode

E

Not Applicable

C

Barcode

F

Not Applicable

PLEASE RETURN THIS LETTER AND ALL RELEVANT DOCUMENTS TO CUSTOMER AT THE END OF TRANSACTION