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HMRC 5 Year Employment History Letter - Only for UK Experience	To receive the most efficient screening experience, please can you contact the HMRC at once and order your 5 Year Employment History statement. If you do not have this you must ensure you fill out this section correctly.	
Proof of ID documents (Submit minimum 1 document)	<ul style="list-style-type: none"> o Current and Valid Passport o Valid UK biometric Resident PermitCard o Valid European or International Passport o Original UK Birth or Adoption Certificate o Valid UK/EU Driving Licence (Photo/D-card only) 	
Proof of Address (Submit Any 2 of these documents)	<ul style="list-style-type: none"> • Bank Statement (Less than 3 months old) • Council Tax Bill (Less than 12 months old) • Any Inland Revenue Document (Less than 12 months old) • P45 or P60 (Less than 12 months Old) • Mortgage Statement (Less than 12 months old) • Utility Bills (Less than 3 months old) (Mobile phone bills are NOT accepted) • Pension or Benefit Statement (Less than 3 months old) 	
Right to Work (Minimum 1, but please submit as many as you have)	If you are not from the UK or EU; we need a copy of your current Resident's Permit. Share code for EU Passport Either a scan/photo of the stamp in your passport or both sides of your Resident's Permit Card will be acceptable.	
Bank Account Validation (Minimum 1 document)	<ul style="list-style-type: none"> • Bank Statement (Less than 3 months old) 	Account details mentioned at the beginning
Last 5 Year Employment or Education History	Education	<ul style="list-style-type: none"> • Statement of results • Qualification certificates • Official letters showing dates of study - start, end or both
	Self-Employment	<ul style="list-style-type: none"> • Letters or documents from HMRC and/or Companies House • Letters or documents concerning the forming or dissolving of the company from banks, solicitors or accountants
	Direct or Agency Employments and Companies that have ceased trading	<ul style="list-style-type: none"> • Your employment contract showing your start date
	Extended Travel Overseas (longer than 31 days)	<ul style="list-style-type: none"> • Official immigration documents i.e. visas, applications for residency/visas or the right to work • Passport stamps showing the dates you entered and/or left the countries visited • Any other official government letters or documents, which confirm the dates you entered and/or left the countries visited • Bank statements to show transactions in the countries visited • Travel tickets and accommodation receipts • Mobile phone bill showing calls from the countries you visited
	Relocated to the UK within the last 5 years or Living overseas (for more than 31 days)	<ul style="list-style-type: none"> • Official immigration documents i.e. visas etc. • Official immigration letters i.e. applications for residency/visas or the right to work • Passport stamps showing the dates you entered and/or left the country • Any other official government letters or documents which confirm the dates you entered and/or left the country • Any employment contracts or tax records for the country you were living in
	Voluntary employment	<ul style="list-style-type: none"> • Voluntary employment agreement showing your start date • An official letter from the employer showing your start date • Voluntary employment separation agreement • Voluntary employment termination letter • An official letter from the employer showing the date the employment ended
	HM Forces Service including Reserves	<ul style="list-style-type: none"> • Certificate of Service • Discharge Certificate • Statement of Service • P45
	Registered Unemployment (Claiming Benefits)	<ul style="list-style-type: none"> • Proof of claim letter • Letter of entitlement • Official HMRC or DWP letters or documents • P45 for the period you claimed
	Career Break (not working/claiming or any of the above activities for more than 31 days)	<ul style="list-style-type: none"> • Official HMRC or DWP letters or documents i.e. maternity payments, child benefit etc. • Official immigration letters or documents i.e. applications for residency/asylum or the right to work • Bank statements for the period showing how you financially supported yourself and that you were not receiving a regular income from • An official letter from the employer showing your start date • Copies of your first and last payslips • An official confirmation of long service letter or document showing your start date • Redundancy or termination letter showing the date the employment ended • An official letter from the employer showing the date the employment ended • P45 or P60 for each year of service employment