

Right to Rent Check Documents

5.2 Lists of acceptable documents for right to rent checks

The documents that are considered acceptable for establishing a statutory excuse are set out in two lists – List A and List B. These are shown below.

A tenant can use any of the means set out in Lists A or B to satisfy a right to rent check. Alternatively, and in certain circumstances set out below, a landlord may make a request to the Landlords Checking Service to establish whether their prospective tenant has a right to rent.

Examples of the documents can be found in our [guidance for landlords](#).

List A contains the range of documents which may be accepted to demonstrate an excuse against a penalty in relation to a British citizen, EEA or Swiss national, or a person who has an indefinite right to be in the UK. Landlords who correctly check the requisite document or documents from this list will establish a continuous statutory excuse against a penalty, and follow-up checks are not necessary.

List B contains the range of documents which may be accepted to demonstrate an excuse against a penalty in relation to a person who has a time-limited right to be in the UK. Landlords who check a document in this list will establish a time-limited statutory excuse and should carry out follow-up checks as set out below in order to maintain their statutory excuse.

List A – acceptable documents to establish a continuous statutory excuse. If a tenant can produce the requisite document(s) from either group 1 or group 2 then they will not require a repeat check.

Group 1 – if a prospective tenant can produce one document from this group then a continuous statutory excuse will be established.

1	A passport (current or expired) showing that the holder is a British citizen or a citizen of the UK and colonies having the 'right of abode' in the UK.
2	A passport or national identity card (current or expired) showing that the holder is a national of the European Economic Area or Switzerland.
3	A registration certificate or document (current or expired) certifying or indicating permanent residence issued by the Home Office, to a national of the European Economic Area country or Switzerland.
4	A 'permanent' residence card, 'indefinite leave to remain', 'indefinite leave to enter' or 'no time limit' card issued by the Home Office (current or expired), to a non-EEA national who is a family member of an EEA or Swiss national.
5	A biometric 'residence permit' card (current or expired) issued by the Home Office to the holder indicating that the person named has 'indefinite' leave in the UK, or has 'no time limit' on their stay in the UK.
6	A passport or other 'travel document' (current or expired) endorsed to show that the holder is either 'exempt from immigration control', has 'indefinite' leave in the UK, has the 'right of abode' in the UK, or has 'no time limit' on their stay in the UK.
7	An immigration status document (current or expired) containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person has 'indefinite' leave in the UK or has 'no time limit' on their stay in the UK the UK or has no time limit on their stay in the UK.
8	A certificate of registration or naturalisation as a British citizen.

Group 2 – If a prospective tenant can produce any 2 documents from this group then a continuous statutory excuse will be established

1	A full birth or adoption certificate issued in the UK, the Channel Islands, the Isle of Man or Ireland, which includes the name(s) of at least one of the holder's parents or adoptive parents.
2	Evidence (identity card, document of confirmation issued by one of HM forces, confirmation letter issued by the Secretary of State) of the holder's previous or current service in any of HM's UK armed forces.
3	A letter from HM Prison Service, the Scottish Prison Service or the Northern Ireland Prison Service confirming the holder's name, date of birth and that they have been released from custody of that service in the 6 months prior to the check.
4	A letter issued within the 3 months prior to the check from an officer of the National Offender Management Service in England and Wales confirming that the holder is the subject of an order requiring supervision by that officer; from an officer of a local authority in Scotland confirming that the holder is the subject of a probation order requiring supervision by that officer; or, from an officer of the Probation Board for Northern Ireland confirming that the holder is the subject of an order requiring supervision by that officer.
5	A current full or provisional photocard UK driving licence.
6	Benefits paperwork issued by HMRC, a UK local authority or Jobcentre Plus, on behalf of the Department for Work and Pensions or the Northern Ireland Department for Social Development, issued within the 3 months prior to the check.
7	A letter issued within the 3 months prior to the check signed by a representative of a public authority, voluntary organisation or charity which operates a scheme to assist individuals to secure accommodation in the private rented sector in order to prevent or resolve homelessness. This letter must confirm the holder's name, and the address details of the prospective tenancy which they are assisting with obtaining for the holder.
8	A letter issued within the 3 months prior to the check by a UK government department or Local Authority and signed by a named official (giving their name and professional address), confirming the holder's name and that they have previously been known to the department or local authority.
9	A letter issued within the 3 months prior to the check confirming the holder's name signed by the person who employs the holder (giving their name and business address) confirming the holder's status as employee and employee reference number or their National Insurance number.
10	A letter issued within the 3 months prior to the check from a British passport holder who works in (or is retired from) an acceptable profession as specified in the list of acceptable professional persons at Annex A. The letter should confirm the holder's name, and confirm that the acceptable professional person has known the holder for at least 3 months. This letter should be signed by the acceptable professional person giving their name, address, passport number, profession and place of work (or former place of work if retired), how long they have known the holder and in what capacity.
11	A letter from a UK police force confirming that the holder is a victim of crime and has reported a passport or Home Office biometric immigration document stolen, stating the crime reference number, issued within the 3 months prior to

Group 2 – If a prospective tenant can produce any 2 documents from this group then a continuous statutory excuse will be established

	the check.
12	A letter issued within the 3 months prior to the check from a UK further or higher education institution confirming the holder's acceptance on a current course of studies. This letter should include the name of the educational institution, as well as the name and duration of the course.
13	Disclosure and Barring Service Certificate (criminal record check) issued within the 3 months prior to the check.

List B – acceptable documents to establish a time-limited statutory excuse

List B – if a prospective tenant can produce one document from this group then a time-limited statutory excuse will be established. A repeat check will be required within the timescales outlined below.

1	A current passport or other 'travel document' endorsed to show that the holder is allowed to stay in the UK for a time-limited period.
2	A current biometric 'residence permit' card issued by the Home Office to the holder, which indicates that the named person is permitted to stay in the UK for a time limited period.
3	A current 'residence card' (including an accession residence card or a derivative residence card) issued by the Home Office to a non-EEA national who is either a 'family member' of an EEA or Swiss national or has a 'derivative' right of residence.
4	A current immigration status document issued by the Home Office to the holder with a valid endorsement indicating that the holder may stay in the UK for a time-limited period.
