

## Identity Verification

Where capitalised terms are used, this form adopts the same definitions used in the Proposed Form of Fourth Licence and Information for Applicants on Fit and Proper Checks.

This form is for the Competition for the Fourth National Lottery Licence. You must complete a copy of this form for each Person Needing to be Checked that requires either:

- An Individual Declaration for Beneficiaries and Supervisors
- An Individual Declaration for Critical Function Employees and Transition Staff

This form should be completed by an authorised representative of either:

- the Applicant
- the corporate entity to which the Person Needing to be Checked is connected in their capacity as a proposed Beneficiary, Supervisor, Critical Function Employee, or member of Transition Staff

Applicants for gaming and lottery licences are subject to enhanced Disclosure and Barring Service (DBS) checks (see [Gov.uk](https://www.gov.uk) for further information).<sup>1</sup> or enhanced Disclosure Scotland checks (<https://www.mygov.scot/enhanced-disclosure/>). Applicants must have obtained appropriate evidence of the identity of the Person Needing to be Checked.

You should check and validate the identity of the Person Needing to be Checked by following the ID checking process (if possible, Route 1) as outlined on [Gov.uk](https://www.gov.uk).<sup>2</sup>

You should note that the Commission may, at any time during the Competition, Implementation Period or Licence Term, require you to provide either originals or copies of the identity documents referenced in the form below. If the information provided below is found to be inaccurate, you may:

- Be disqualified from the Competition
- Be in breach of the Enabling Agreement
- Be in breach of the Licence

To complete this form, you should either:

- print a blank copy and complete it using black ink, or
- complete the form on your computer, print it and sign it using black ink

You should return the completed copies of this form alongside the declarations.

### Details of the individual to be checked

<b>Name of the individual to be checked</b>	
<b>Date of Birth</b>	
<b>Applicant name</b>	
<b>Name of the corporate entity to which the Person Needing to be Checked is connected in their capacity as a proposed Beneficiary, Supervisor, Critical Function Employee, or member of Transition Staff</b>	

### Verified identity documents for the individual to be checked

<sup>1</sup> DBS checks: guidance for employers, <<https://www.gov.uk/guidance/dbs-check-requests-guidance-for-employers#types-of-dbs-checks-and-how-to-apply>>  
<sup>2</sup> ID checking guidelines for standard/enhanced DBS check applications from 3 September 2018, <<https://www.gov.uk/government/publications/dbs-identity-checking-guidelines/id-checking-guidelines-for-dbs-check-applications-from-3-september-2018#three-routes-of-id-checking>>

Document type	Document reference number	Date of issue	Expiry date

**Details of person checking ID**

<b>Your name</b>	
<b>Organisation name</b>	
<b>Position in organisation</b>	
<b>Telephone number</b>	
<b>Email address</b>	

**Address where ID details will be retained**

<b>First line of address</b>	
<b>Second line of address</b>	
<b>City</b>	
<b>Postcode</b>	
<b>Country</b>	

**Signature of the person checking ID**

Signature	Date of completion