

JERSEY POST IDENTITY DOCUMENT CERTIFICATION SERVICE

The Jersey Post identity document certification service is available to customers that need to have photocopies of identity documents certified as being a true likeness of the original document. Jersey Post will check and provide certification for photocopies of up to three original documents confirming that the copy is a true likeness of the original document.

This Service is available for a fee of £10.00*

(*Fee subject to change and cheques are not accepted)

Customers must ensure that copies certified by Jersey Post are acceptable to the intended recipient.

WHAT YOU NEED TO DO

This service is available at the main Post Office at Broad Street. Bring with you the relevant original identification documents and clear legible photocopies of each document requiring certification. Then simply complete the details below and pay the fee of £10.00. **Please note that a maximum of only 3 photocopies in total can be endorsed.**

Name: _____

Address: _____

Postcode: _____

Passport Driving Licence Utility bill* Bank Statement* Other** (please specify) _____

***Dated within the last 3 months, **birth/death and marriage certificates not accepted.**

WHAT WE WILL DO

Jersey Post will check the original document(s) provided against the copy(s) requiring certification to ensure they are an exact match. Once the checks are complete Jersey Post will endorse each copy with the words “**this is a true likeness of the original**” and the copy will be signed and date stamped. The original documents and endorsed copies will be returned to you along with this completed form and a receipt.

Post Office use only:

- Original ID seen Fee accepted Photocopy signed and dated
 Receipt given

Signed on behalf of Jersey Post: _____

Date
Stamp