

The use of the Alternative Identification request is generally not accepted and Organisations should advise applicants to obtain approved Identification. In exceptional circumstances at the discretion of the ID Centre Manager alternative identification may be accepted but Authorised Signatories should discuss the matter with the ID Centre manager before progressing with a Security ID card application.

All persons seeking the issue of a Security ID card from a MAG Airport will be required to produce suitable evidence of their identity when collecting their Security ID card.

In certain circumstances, where in the opinion of the issuing authority the applicant has a genuine problem in providing an approved identification document, the organisation may submit a request to use alternative ID using the relevant ID Centre 'Alternative ID Request' form.

The applicant shall be required to supply: (1) Birth Certificate - Original. (If Married, accompanied by Marriage Certificate) or Registration or Naturalisation documents. (2) Plus proof of residence within the UK. (3) Plus a passport sized photo, the individuals' details should be recorded on the back and endorsed with the signature of a referee who has known the applicant for a minimum of 3 years. (4) Plus a signed statement from the referee giving their full name, position, address and telephone number, confirming the period that they have known the candidate. Acceptable professions for referees and endorsing of photographs are: - JP, Medical Practitioner, Officer of the Armed Forces, Clergyman, Teacher, Lecturer, Lawyer, Bank Manager or Civil Servant.

To be completed by the Applicant	ID N°	Org. Prefix
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Name (in full)	Date of Birth
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Place of Birth (Town & Country)	Nationalities
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Have you ever held a Passport? <input type="checkbox"/> Yes* <input type="checkbox"/> No	* If yes, what date did it Expire?
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Have you ever held a UK Driving Licence?	Paper version <input type="checkbox"/> Yes <input type="checkbox"/> No	Photo-card version <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you hold a valid UK Driving Licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Reason why a valid Passport or Photo Card Driving Licence can not be provided?

Date	Signature
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Authorised Signatory

Are you satisfied that there is a legitimate reason why the applicant does not hold any approved identification. Yes No

The applicant has supplied the following documents which I have verified and accepted. Yes No

Birth Cert. Adoption Cert. Registration or Naturalisation Document; - Serial No. & Issue Date

The applicant has supplied the following documents which I have verified and accepted. Yes No

Proof of residence in the UK; Document description

The applicant has supplied a passport sized photograph endorsed on the back with the signature of the referee, which I have verified and accepted. Yes No

The applicant has supplied a signed statement from the referee, in a original letter headed document, giving their full name, position, address and telephone number confirming the name of the applicant, how they know the applicant and the period that they have known the applicant, which I have verified and accepted. Yes No

Name	Signature
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Organisation	Date
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