



Identity Verification for Companies House

A new legal requirement under the Economic Crime and Corporate Transparency Act 2023¹ that mandates individuals involved in certain roles within a company to verify their identity with Companies House comes into effect shortly.

All mandated individuals will be able to voluntarily complete their identification verification from 8 April 2025, with compulsory requirement coming into effect from Autumn 2025.

This change aims to enhance the transparency and security of company records, making it more difficult for criminals to misuse company structures for illegal activities.

We have set out below the key takeaway points of this new legal requirement and its proposed process.

Key Objectives of the Identity Verification

1. **Reduce Fraud:** Verifying identities helps prevent fraudulent use of company registrations;
2. **Improve Transparency:** Ensure accurate, trustworthy information is available on the Companies House register; and
3. **Promote Accountability:** Verifying identities ensures that the right individuals are linked to specific company roles, such as directors or people with significant control.

Who Needs to Verify Their Identity?

- Directors;
- Director equivalent roles (e.g., LLP members, general partners, managing officers);
- Persons with significant control (PSC);
- Authorised Corporate Service Providers (ACSPs) – Companies House authorised agents; and
- Individuals filing for a company (e.g., company secretaries).

Verification Process

1. GOV.UK One Login Online Verification:

Individuals can verify their identity using GOV.UK One Login for free via the following depending on your device, and if you have photo ID:

- The GOV. UK ID Check app; or
- For those with UK documentation, via the Web Portal, by answering security questions online.
 1. Acceptable documents include biometric passports, UK photo driving licences, UK biometric residence permits/cards, and UK Frontier Worker permits.
 2. For individuals without these documents, bank or building society details may be used, available from 8 April 2025.
- For individuals unable to verify online using GOV.UK One Login or Web Portal, and residing in the UK, in-person verification at a Post Office is an option.

Further information is outlined on the GOV.UK One Login web page² and the Registrar's Rules 2025³.

2. Using an Authorised Corporate Service Provider (ACSP):

Verification can be completed through an ACSP, such as an accountant or solicitor, who must be registered with Companies House. The ACSP may charge a fee for this service.

What Happens After Verification?

Upon successful verification, individuals will receive a Companies House personal code, a unique identifier tied to them, not their company. This code will be required for certain filings, such as:

- Filing confirmation statements
- Director appointments
- Changes in person with significant control (PSC).

This personal code must be kept secure, and shared only with trusted parties who may need to file on your behalf.

Consequences of Non-Verification

Failure by those relevant to verify their identity may result in the inability to:

- Make any company filings;
- Incorporate a new company or entity; and
- Companies and/or those who have failed to comply with identification verification may be subject to penalties and fines.

In October 2024, Companies House published a guidance⁴ on exercising its enforcement powers. It is noted that a failure to verify your identity as a director may lead to the disqualification of your appointment and those individuals who are identified as a Person with Significant Control and fail to verify their identity will be treated as a non-compliance.

Conclusion

Identity verification is a crucial step to ensure that only legitimate individuals are associated with company roles. Companies should familiarise themselves with the reforms and raise awareness at board level among Directors, Persons with Significant Control and other relevant individuals to ensure compliance with this legal requirement, to help to reduce fraud and to upkeep the integrity of the Companies House register. It is essential that all Directors, Persons with Significant Control and other relevant individuals complete the identity verification process to avoid any potential legal and/or financial repercussions.

More information

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