

## **School Admission Applications – Proof of Address**

If we are unable to verify from the Council's records, you will need to provide the following documents as proof of your address:

**2 original documents are required from List A**

**OR**

**1 original document from List A and 2 original documents from List B**

### **List A**

1. 1 x Utility Bill (Gas/Electricity, Telephone, Water) no more than 3 months old
2. Credit Card Statement, no more than 3 months old
3. Council Tax Bill, no more than 12 months old
4. Council Rent Book
5. HM Revenue and Customs Statement or Tax Credit Award letter
6. State Pension Book
7. National Identity Card with address
8. Driving Licence with address
9. Tenancy Agreement
10. Mortgage Statement (within 12 months of current date)

### **List B**

1. Court order (within 12 months of the current date)
2. UCAS letter (within 12 months of the current date)
3. NHS Medical Card/Letter
4. Mobile telephone bill (within 3 months of the current date)
5. Benefit/Family Credit Book
6. Bank/Building Society Statement (no online/bank branch print-offs) no more than 3 months old
7. Vehicle Tax renewal document
8. Solicitor's Letter re house/land purchase (in last 3 months)
9. Home Office permit to stay which shows address
10. T.V. Licence
11. Pay Slips (where employer's and employee's addresses are stated)
12. Solicitor letter confirming completion of house purchase or land registration
13. Home/car insurance letter

If you are able to do so, original documents can be scanned and sent to the Pupil Services email account at [admissions@wandsworth.gov.uk](mailto:admissions@wandsworth.gov.uk) Alternatively documents can be sent by post to the Pupil Services Section, Wandsworth Council, Town Hall Extension, Wandsworth High Street, London, SW18 2PU. Please note that if you choose to send your original documents by post, you are doing so at your own risk.