

Thirtyone:eight External Identity Validation Process

If you are unable to verify an applicant's ID using Route 1 you will next need to attempt the process for Route 2 Under these circumstances you will need to carry out an External Validation Process

How does the process work?

- The Parish Identity Verifier obtains consent from the applicant to undergo an ID Verification Check.
- The Parish Identity Verifier follows the link given below to an online form in a secure area of website
- The Parish Identity Verifier enters their name, organisation name and reference number along with the applicant's:
 - full name,
 - previous name (if applicable),
 - title,
 - address (including postcode),
 - date of birth
 - email address
- all of this information is essential and you will be unable to progress without it
- The applicant will be sent an email from us confirming that the Parish Identity Verifier has requested a check. The check will appear on the applicant's credit file as an ID check but will not affect their ability to obtain credit in any way.
- Once the result is received Thirtyone:eight will email the Lead Parish Identity Verifier with either a 'pass' or 'fail' result for the applicant
- If a 'pass' is received you can then enter the reference number of the check - which will be given in the result email – onto the online application form
- If a 'fail' is received you will need to follow Route 3

To action an external validation check please follow this link: [thirtyoneeight.org/Parish Identity Verifiers](https://thirtyoneeight.org/Parish-Identity-Verifiers)