Verifying Your Identity with Companies House: What You Need to Know

As part of Companies House ongoing efforts to improve corporate transparency and reduce economic crime, a new identity verification requirement for company directors, persons with significant control (PSCs), and those who file on behalf of companies is being introduced. These changes form a key element of the UK government's broader economic crime reform agenda, particularly under the Economic Crime and Corporate Transparency Act 2003.

What is Identity Verification?

Identity verification is a process that confirms a person is who they claim to be. For Companies House, this process involved checking a person's identity using reliable documentation or systems – typically through a digital process or an authorised intermediary.

Who Needs to Verify their Identity?

The following individuals must verify their identity:

- Company directors (including directors of corporate directors)
- Persons with Significant Control (PSCs)
- Members of LLPs
- Anyone filing documents on behalf of a company (e.g. company secretary), unless they are doing so through an authorised agent (e.g. an accountant or company formation agent)

Even if someone already appears on the Companies House register, they will still need to verify their identity once the new rules come into effect.

What Information will be Required?

To verify your identity, you'll typically need:

- A valid photographic ID (passport or driving license)
- A facial recognition check (such as a portrait picture or video check)

How do you Verify your Identity?

There are two options for verifying your identity:

1. ***Direct Verification with Companies House***

You can verify your identity online through Gov.UK One Login. The process matches your details to official records, such as your passport or photo driving license. This is a reasonably quick digital process and is free to do.

2. Verification via an Authorised Agent

Companies House have confirmed that Authorised Corporate Services Providers (ACSP's) can provide this service. CK is a registered ACSP and we will be able to assist you. Where possible we will verify your ID through SmartDoc. This is also a digital process but we will be able to guide you through it. There will be a charge for us to provide this service as an Auhorised Agent. Please speak to us if you want more details.

What happens when you verify?

In most cases, individuals will only need to verify their identity once. Once they have successfully verified their identity they will receive a personal code from Companies House. From 18 November 2025, users will need to provide their personal code and a verification statement confirming they have successfully verified their identity for each company role they hold.

If you're a director or PSC, you'll need to use your Companies House personal code to connect your verified identity to Companies House records for each role you hold. This is part of the legal requirement to verify your identity for Companies House.

What happens if you do not verify?

You will not be able to:

- make any filings on Companies House
- start a new company or entity

If you do not comply with identity verification requirements on time, you may be committing an offence and may have to pay a financial penalty or fine.

For those who do not have passport or driving license there will be other documents that will be accepted. Also, for those who are digitally excluded it is understood there will be a system provided by the Post Office to assist with this.

When do the new requirements start?

Directors and PSCs are being contacted by Companies House to ask them to verify their identify. At the moment, this is a voluntary process but it will be a mandatory requirement for new directors and PSCs from 18 November 2025. A 12 month transition period will follow for existing directors and PSCs, with a requirement to have undertaken the identity checks before the filing of the next company confirmation statement, and by November 2026 at the latest.

For example, if your next company Confirmation Statement is due to be submitted on, or after 18 November 2025, all directors of the company must have had their identities verified before the Confirmation Statement can be submitted.

Preparing for Compliance

Here's what companies should do now:

1. Identify who needs verification in your company
2. Inform your directors, PSCs, and filing agents
3. Encourage those individuals complete the verification process through Gov.UK One Login. https://signin.account.gov.uk/sign-in-or-create
4. Provide us with your personal code from Companies House if we do your Company House filings on your behalf
5. Ask if you need support from us as an authorised agent to complete the identity verification requirements.

Identity verification with Companies House is part of a major shift to make UK companies more trustworthy and less vulnerable to fraud and abuse. While the transition may take some adjustment, early preparation will make the process smoother for everyone involved.