

# Verifying Your Identity for Companies House

# **Option 1 – Verify Yourself (Free)**

- 1. Go to: <a href="https://www.gov.uk/guidance/verify-your-identity-for-companies-house">https://www.gov.uk/guidance/verify-your-identity-for-companies-house</a>
- 2. Sign in or set up a GOV.UK One Login.
- 3. Follow the prompts to verify your identity using:
  - o The GOV.UK app (photo ID + phone camera),
  - o **Security questions**, or
  - O Photo ID at a Post Office.
- 4. Once complete, you'll receive a Companies House personal code.

# **Option 2 – Let Landi Accounting Handle It**

If you'd prefer us to manage this for you:

- 1. Email info@landiaccounting.co.uk confirming you'd like Landi to act as your verifier.
- 2. We'll send a secure checklist of ID documents.
- 3. We carry out verification and submit it to Companies House.
- 4. You receive your **personal code** securely.

**Fee:** £50 + VAT per person

#### **Once Verified**

Keep your **Companies House personal code** safe — you'll need it when:

- Filing your **confirmation statement**
- Being appointed as a director
- Being recorded as a PSC

## What happens if you don't verify

Ifyou fail to verify your identity:

- You may commit a criminal offence
- \* Be unable to act as a director or register a company
- Receive a **public note of non-compliance** on the Companies House register
  - Face fines or prosecution

## Need help?

We can:

- ✓ Confirm who in your company needs to verify
- ✓ Handle the process for £50 + VAT per person
- ✓ Help you link your verification code to your company records