



Companies House Identity Verification starts from 18 November 2025

Are You a Director or Person with Significant Control (PSC)?

You must verify your identity with Companies House.

Under the Economic Crime and Corporate Transparency Act 2023, Companies House is introducing a mandatory ID verification process for all company directors and Persons with Significant Control (PSC's). Once your identity is verified, you will be issued a personal code.

Please read the information below to understand how this applies to you and the steps you need to take.

Directors

If you are an existing director, you must complete the identity verification process before your next Confirmation Statement filing deadline in order to receive your personal code in time.

From 18 November 2025, all directors will be required to include their personal code when submitting their Confirmation Statement. Each director must have their own personal code; if any director does not have their code, the Confirmation Statement cannot be filed.

If you need to change your details as a director, on or after **18 November 2025**, you must first obtain your personal code before you can submit your change of details form.

If you are becoming a director of a company on or after **18 November 2025**, you must first obtain your personal code before you can be appointed.

Persons with Significant Control (PSC)

The requirement to verify your identity also applies to PSCs, but with a different deadline than for directors.

If you are both a director and PSC of the same company, your deadline is still the company's Confirmation Statement date.

If you are only a PSC (and not a director), you must complete identity verification within **14 days from the start of your birth month**. For example, if your birthday is 30 January, your deadline for verification would be 14 January.

Once your personal code is issued, there will be a different process for submitting it to Companies House, which will be live from **18 November 2025**.



Companies House Identity Verification starts from 18 November 2025 cont'd

Actions You Need to Take

If we provide you with company secretarial services, we will contact you directly to help you with the identity verification and obtain your personal code.

If we don't provide company secretarial services but do offer other services, we can still assist you. Please reach out to us.

You can also verify your identity directly with Companies House via their online service. If you choose this option, please share your personal code with us so we can continue submitting filings on your behalf.

For any questions, please get in touch with your usual Bournier Bullock contact.