Taurus Security Application

Please make sure that you have provided the following:

Right to work from one of the following

☐ **1.Right to work -British/Irish Passport**
2.Right to work- British Birth Certificate/proof of National insurance number/Photo ID
3. Right to work- Overseas passport & share code/ Proof of National Insurance Number

We will need to see the actual documents before you start work.

☐ **Proof of address (Bank statement or Utility Bill) within the last 3 months**

☐ **Application form showing 5 Year History from the date of your application**

We need to verify the last 5 years with no gaps, this can include the following:

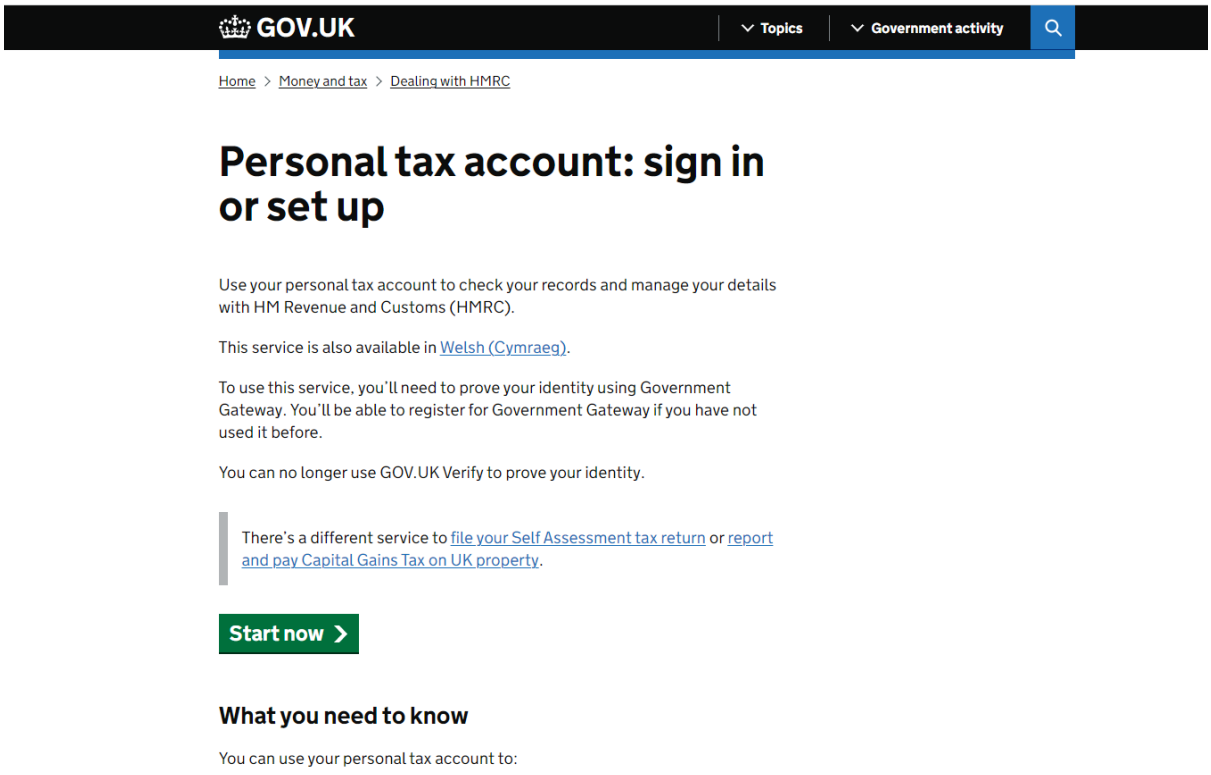
- **Paid Employment / Voluntary work/Education/ Travel/unemployment-so provide contacts (exact start/finish dates) including Job role**
- **Proof of Universal credit if this falls within the 5 year period- documents must show your name and dates of payment.**
- **Proof of college attendance if this falls within the 5 year period.**

☐ **PDF download of your PAYE tax history (instructions attached)**

☐ **Copy of S.I.A Licence if applicable.**

Instructions on how to download your tax history.

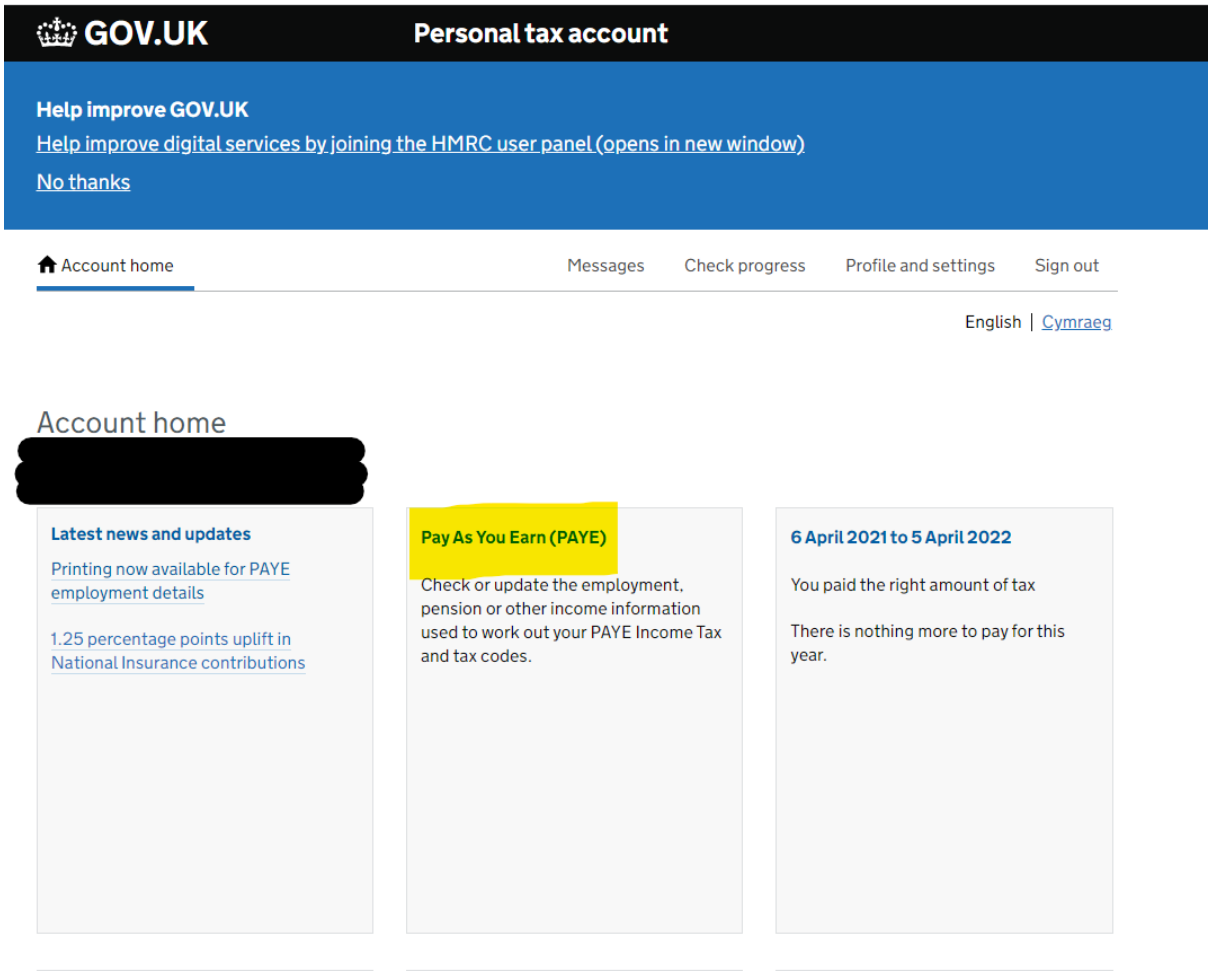
1. Go to https://www.gov.uk/personal-tax-account



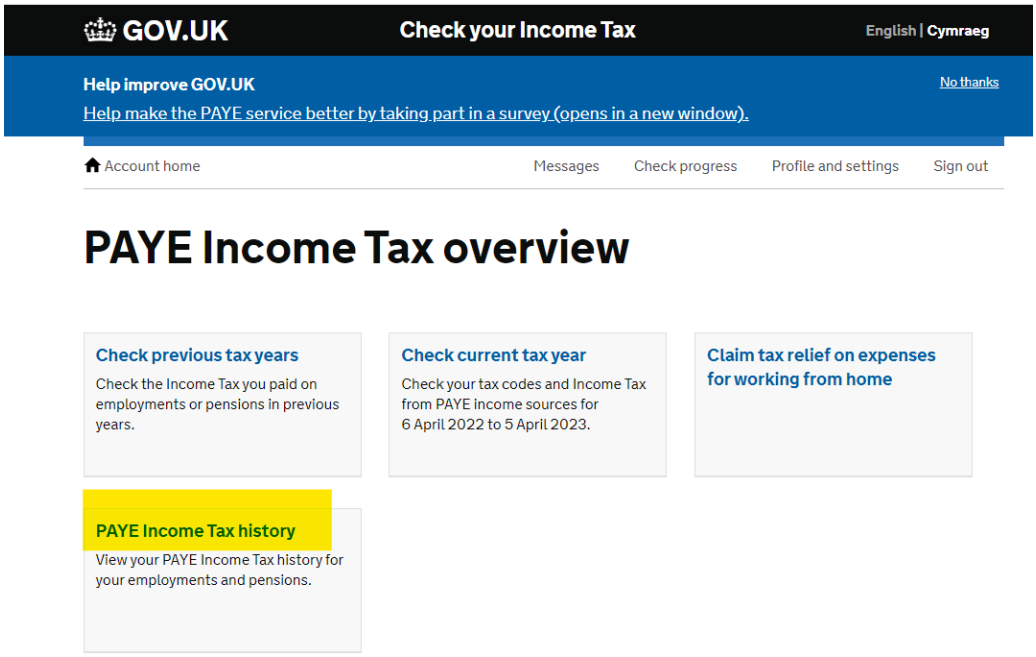
2. Start now
3. Log in with your government gateway ID and password.
4. Or create sign in details



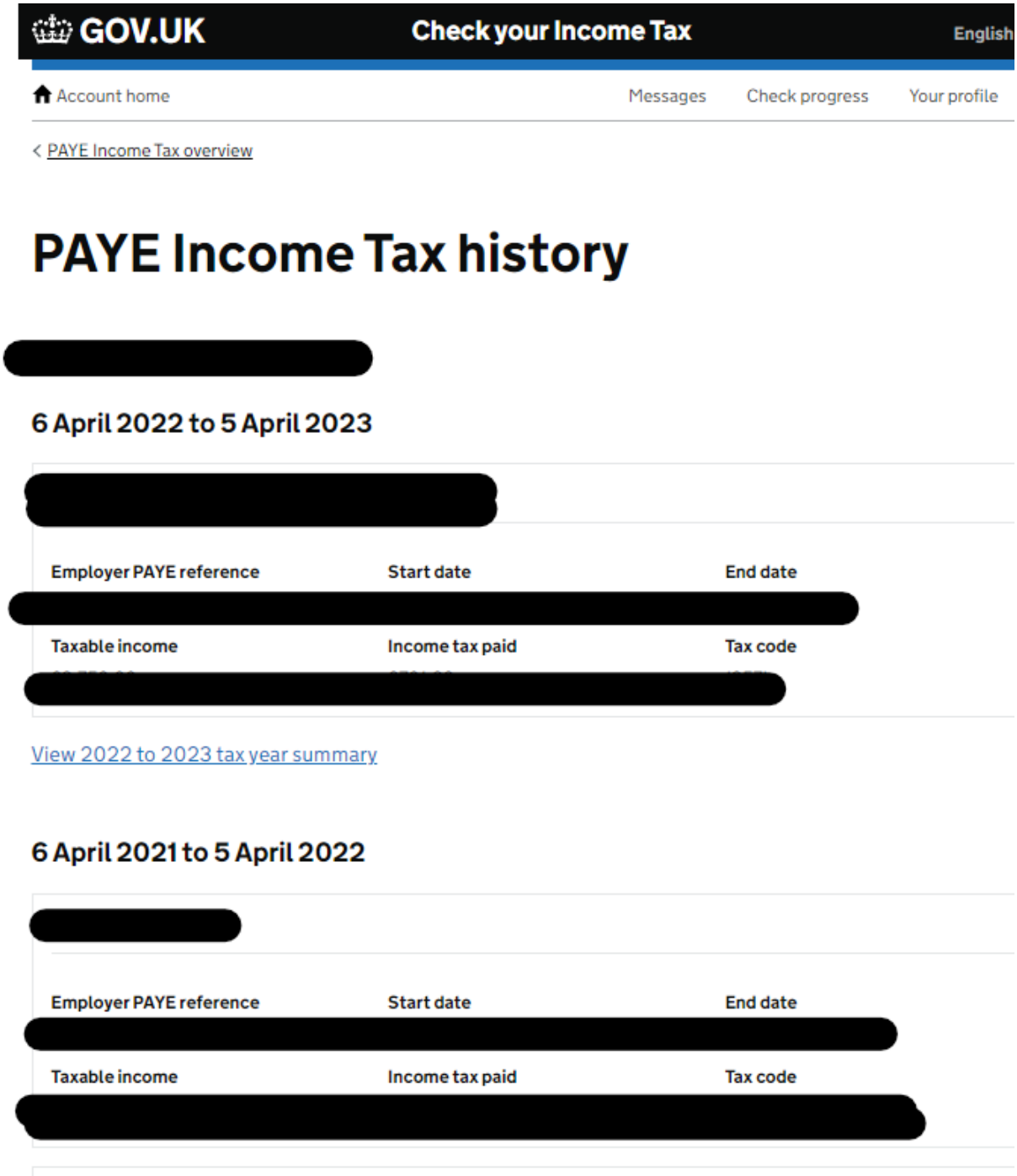
5. Click on ‘Pay as you earn (PAYE)



6.Click ‘PAYE Income Tax History’



7.This then will bring up the 5 year employment history



8. If you scroll to the bottom of the page you can click ‘ PRINT THIS PAGE’ and save as a document