

New Companies House Rules

What Members/Trustees/Governors Who Are Company Directors Must Do

From **Autumn 2025**, Companies House is introducing **mandatory identity verification** for all company directors and People with Significant Control (PSCs). This is part of wider reforms to improve transparency and prevent fraud.

If you are a Member/Trustee/Governor and also listed as a director of one or more organisations, **you must take action** to ensure you comply with the new rules.

Key Actions to Take

1. **Confirm that you need to verify your identity** - If you are listed as a **director** or **person with significant control** (PSC) of any company, you **must** complete identity verification.
2. **Gather the required information** - Have ready:
 - Full name and date of birth
 - Home address and address history for the past 12 months
 - A valid form of photo ID (such as a passport or UK photocard driving licence)
 - A personal email address
3. **Choose how you will verify your identity** - You can do this:
 - **Online**, using the new **GOV.UK One Login**
 - **Through an authorised agent**, known as an **Authorised Corporate Service Provider (ACSP)**, such as a company secretary or accountant
4. **Complete your identity verification** - This will link your identity to a **unique Companies House personal code** (used for **all** your directorships). Keep this code secure and do not share it unless necessary for official filings
5. **Use your personal code when required** - When filing confirmation statements (from autumn 2025) and when being newly appointed as a director or PSC of a company.

Important Dates

- **8 April 2025** – Voluntary identity verification opens
- **Autumn 2025 (exact date TBC)** – Identity verification becomes **mandatory** for all new and existing directors and PSCs

For Information Only

- Once verified, your **personal code** stays with you and can be used across multiple companies/organisations.
- You do **not** need to verify separately for each company.
- Companies House will update your company records once your identity is verified.
- ACSPs will have to be **supervised** for anti-money laundering purposes to carry out verifications.

What Happens If You Don't Comply

- ✗ You will **not be able to act as a director** or be appointed to new roles
- ✗ Your company/organisation may **not be able to file legally required documents**
- ✗ You could be committing a **criminal offence** and face fines or disqualification

Recommendations for Trustees/Governors

- ✓ Start preparing now – especially if you are a director of multiple organisations
- ✓ Look out for further guidance from Companies House later in 2025
- ✓ Make a note of your Companies House personal code once received
- ✓ Consider using the same authorised agent for all filings, if managing multiple roles

Links for further reading/information

Companies House – [Get Ready for Identity Verification](#)