

Identity verification in 2026

A practical guide for directors and people with significant control (PSCs)

Identity verification is now a legal requirement. The timing depends on your role and circumstances. For many existing directors, the key point is the company's next confirmation statement.

1. Who needs to act?

Directors of UK companies. Directors need a Companies House personal code. Existing directors generally provide that code as part of the company's next confirmation statement. If you are a director of more than one company, the code must be connected to each company.

People with significant control (PSCs). PSCs must verify their identity and provide their personal code. The applicable 14-day period depends on whether the PSC is also a director and when they became a PSC. Companies House displays the relevant dates on the public register.

Overseas companies with a UK establishment. The overseas company must confirm that all its directors have verified their identity by the anniversary of the UK establishment's registration.

Other roles. Companies House is introducing identity verification in stages. Requirements for some other roles, including corporate directors and certain filing roles, are being introduced later. Check current Companies House guidance rather than relying on old timetables.

2. Two ways to verify your identity

Direct with Companies House	Through an ACSP such as Pro-Capital
Use the Companies House / GOV.UK identity verification service. Depending on the route offered to you, you may use GOV.UK One Login and an accepted identity document.	An Authorised Corporate Service Provider (ACSP), also known as a Companies House authorised agent, checks the required identity evidence and tells Companies House that your identity has been verified.
After successful verification, you receive a Companies House personal code. Keep it securely. You will need it to connect your verified identity to the relevant Companies House record(s).	You provide the ACSP with your full name, home address, email address and acceptable identity evidence. Companies House then sends your personal code to the email address supplied by the ACSP.

3. What Pro-Capital can do

Pro-Capital Corporation Limited is registered with Companies House as an Authorised Corporate Service Provider (ACSP) and is supervised by HMRC for anti-money laundering purposes. Pro-Capital can verify clients' identities for Companies House and support clients with the practical steps needed to connect the verification to their company or PSC record.

- **Identity verification through Pro-Capital:** we confirm the evidence required, complete the checks and submit the verification to Companies House.
- **Personal code:** Companies House sends the code to the email address provided for the verification. Check your spam or junk folder if it does not arrive promptly.
- **Connecting the code:** the code must still be used for the relevant role. A director and PSC of the same company may need to provide the same personal code separately for each role.
- **Ongoing support:** we can assist with confirmation statements, PSC and director filings and other Companies House administration agreed with the client.

4. Practical checklist for existing companies

- Identify every director and PSC and check whether each person has already completed identity verification.
- Check the company's next confirmation statement date. Existing directors generally need their personal code for that filing.
- For each PSC, check the Companies House register for the applicable 14-day period.
- If the business is an overseas company with a UK establishment, check the anniversary of the establishment's registration and the verification status of all overseas-company directors.
- Make sure the email address used for identity verification is correct and accessible. Companies House uses it to send the personal code and later updates.
- Keep the personal code secure. Do not post it publicly or include it in general correspondence.
- If Pro-Capital administers your company, forward Companies House notices to us so that we can check whether any action is required.

5. Useful official guidance

When you need to verify your identity for Companies House

Using an ACSP to verify your identity

Companies House identity verification collection

Need help?

Pro-Capital can assist with Companies House identity verification and ongoing corporate administration.

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Important: This guide is a practical summary, not legal advice. Companies House requirements continue to develop. Check current official guidance or contact Pro-Capital before acting on a deadline.