

COMPLIANCE & PRACTICES

Companies House Identity Verification: What Accountancy Practices Need to Know

Who must verify their identity at Companies House, when, and how a practice can rely on an Authorised Corporate Service Provider such as MTM.

The regime in outline

The Economic Crime and Corporate Transparency Act 2023 requires individuals who play certain roles at Companies House to verify their identity. Verification became mandatory on 18 November 2025. Its purpose is to improve the reliability of the register by confirming that the people behind companies are who they say they are.

Who must verify

- **Directors.** Every individual director of a company or LLP, and members of an LLP, must verify their identity.
- **People with significant control (PSCs).** Individual PSCs, and the relevant officers of a relevant legal entity that is a PSC, must also verify.
- **Presenters.** An individual who files documents on someone else's behalf must be verified, or must file as, or through, an Authorised Corporate Service Provider (ACSP).

Two ways to verify

A person can verify directly with Companies House, through GOV.UK One Login or the Companies House verification service. They receive a personal code, which they then give to the company so that it can be supplied in filings.

Alternatively, they can verify through an ACSP. An ACSP is a firm registered with Companies House and supervised under the Money Laundering Regulations. It carries out the checks itself and confirms to Companies House that the individual has been verified. The individual may never need to use the direct service.

Transition for existing directors

New directors and PSCs are verified under the new rules. Directors and PSCs who were already in place on 18 November 2025 have a transition period of up to 12 months, ending on 18 November 2026. In practice, the date that matters is each company's own: the existing directors and PSCs must be verified by the time of the first confirmation statement the company files after 18 November 2025. The date at the end of the transition is a final limit, not a target.

Key points

- Verification became mandatory on 18 November 2025.
- Directors, PSCs and presenters are all affected.
- Existing directors and PSCs verify by their next confirmation statement, and no later than 18 November 2026.
- Companies House has said that those filing for clients must be ACSPs or use one. Check its current guidance.
- ACSP verification means the client need not use the direct service.
- Records of the checks must be kept as the regulations require.

What the practice needs to do now

Practices should audit their client base by confirmation statement date. For each company, they need to know who the directors and PSCs are, whether each has verified, and when the next confirmation statement falls due. A schedule by month usually shows where the pressure will come in the final quarter of 2026. Clients who live abroad, or who lack a passport or photo driving licence, often take longer, so start with them.

Practices that file for clients should check whether they must be registered as an ACSP, or arrange for an ACSP to file or verify for them. Companies House has said that, over time, agents filing on behalf of clients will need to be ACSPs. The precise requirements and dates should be checked against its current guidance, which has been updated more than once.

Why it is a compliance matter

The Act provides for offences and penalties where the verification requirements are not met, and Companies House can query or reject filings made without them. A missed date is therefore a compliance problem for the company, not a clerical one, and a practice that files for its clients will want to be sure that each of them is covered.

Client due diligence is separate

Verification at Companies House does not replace the practice's own anti-money-laundering duties. A practice must still carry out client due diligence under the Money Laundering Regulations 2017 on its own clients. An ACSP's checks are for Companies House and are carried out under the ACSP's own supervision. Practices should not treat ACSP verification as a substitute for their own client onboarding.

Record-keeping and data

ACSPs must keep records of the identity checks they carry out, and must handle the personal data involved in line with UK GDPR. The practice should explain to clients what will happen to their documents and who will see them. We act as processor for the practice where it instructs us, under a written agreement.

How a practice can rely on MTM

MTM is an ACSP registered with Companies House and supervised by HMRC under the Money Laundering Regulations. A practice can introduce its clients to us for verification. We carry out the checks, confirm the result to Companies House, and tell the practice when the client is verified. We can also file on the practice's behalf. The arrangement is agreed in writing before work starts.

Diary for a practice

- List every client company and its directors and PSCs.
- Note each confirmation statement date.
- Mark who has already verified directly.
- Choose the verification route for the rest.
- Brief clients early on documents they will need.
- Allow time for people who are abroad or who lack standard photo ID.
- Keep the schedule current as officers change.

How MTM can help

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We verify identity as an ACSP for directors, PSCs and presenters, in your name or ours, and we can file confirmation statements and other documents with the verification details in place. We tell you the status of each client as it changes. Your own client due diligence stays with you.