Companies House identity verification – new legal requirements from 18 November 2025

From 18 November 2025, all UK company directors, LLP members and persons with significant control (PSCs) must verify their identity under the Economic Crime and Corporate Transparency Act 2023.

What's changing

- New appointments (director, member, PSC): Verify when incorporating or appointed.
- Existing directors/members: Confirm verification when filing next confirmation statement (12-month transition).
- Existing PSCs: Verify within 12 months – deadline based on role and date of birth.

Why this matters

Improves transparency and combats fraud by preventing the use of false identities or appointments.

Key points

- One-off process for most; quick and simple.
- Verify via GOV.UK One Login or through HWB as an Authorised Corporate Service Provider (ACSP).
- Acting in a role without verification will be an offence and Companies House can stop all company filings until codes are provided!
- Once verified, you'll get a Companies House personal code linking your ID to appointments and filings.

When to act

- From 18 November 2025: New appointments – verify within 14 days.
- Existing PSCs:
  - If also a director/member – verify within 14 days of company's confirmation statement date.
  - If not – verify within 14 days from the first day of your birth month in 2026.

We strongly recommend you obtain individual codes as soon as possible

What to do with your code

Once you receive your Companies House personal code, you'll need to:

- Confirm verification with Companies House as a director/member/PSC.
- Provide it when accepting new appointments as a director or PSC.
- Keep secure; share only with trusted parties (e.g. ACSP, company admin).
- Notify HWB of codes for all relevant individuals if we manage your company secretarial filings.

Need help?

Companies House will contact all companies via their registered email with guidance. You can also log in to Companies House after 18 November to check your deadlines.

If you require HWB's assistance with this process, as an ACSP, we can help. We have an app-based ID Verification tool which you can either complete on your own device or come into the office for assistance. Once identity is verified, we will then notify Companies House and apply for your code on your behalf. This service is £125 + VAT per individual.

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This document has been prepared for information purposes only and does not constitute advice. All information correct as at September 2025.