

# Card Recognition Guide

## 5-step checking process

Call or email for sample cards 01434 634996 info@validateuk.co.uk

### Step 1 \* Check the hologram

- Look for the 3D effect in the background of the hologram
- look for the small text in the background
- The hologram must be flush with the plastic of the card **NOT** stuck on top of plastic.
- If in doubt compare it with a sample card; Need a sample? Call us

### Step 2 \* Check the photograph

- Ensure that the photograph is the person presenting the card if necessary ask them to remove any head gear
- The photograph must be printed directly onto the plastic **NOT** stuck on.

### Step 3 \* Check the date of birth

- Calculate the age of the person from the date of birth
- Make sure they are old enough to buy the goods or services requested
- The date of birth must be printed onto the plastic **NOT** handwritten or stuck on top of the plastic.



### Step 4 \* Check the card

- Ensure the card has not been tampered with or altered
- Feel the card; it should be completely smooth with no ridges. If you have a UV torch look for the UV mark ie the word "PASS" across card

### Step 5 \* Check the person

If you are still unsure about a person's age your legal responsibility is to refuse to sell.

### Your personal safety is the most important thing

If you feel threatened, call your supervisor or manager for assistance.

### If you refuse to sell....

If you refuse sale or entry because you believe the person is too young, once the person has left report the incident to your supervisor or Manager and record the details in the 'Refusal Record Book'.

**REMEMBER that VALIDATE UK cards of a previous design with PASS logo are still valid**