



STANDARD DBS APPLICATION FORM

PERSONAL INFORMATION

Title Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> [Please Specify]									
Surname					Middle Name				
First Name					Mother's Maiden Name				
Date of Birth					Town of Birth				
Have you ever changed your name?					YES <input type="checkbox"/> NO <input type="checkbox"/> [If YES please give details below]				
Previous First Name				Previous Surname				Date of Change	
Gender		Male <input type="checkbox"/> Female <input type="checkbox"/>		Marital Status		Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/>			
Tel number				Mobile number				Email address	

POSITION/JOB TITLE

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CURRENT ADDRESS

Current Address													
Town				City				County					
Post Code				Country				Dates from				Until	

PREVIOUS ADDRESS HISTORY [PLEASE PROVIDE 5 YEARS]

Previous Address							
Town		City		County			
Post Code		Country		Dates from		Until	

PREVIOUS ADDRESS HISTORY [PLEASE PROVIDE 5 YEARS]

Previous Address							
Town		City		County			
Post Code		Country		Dates from		Until	

PREVIOUS ADDRESS HISTORY [PLEASE PROVIDE 5 YEARS]

Previous Address							
Town		City		County			
Post Code		Country		Dates from		Until	

PREVIOUS ADDRESS HISTORY [PLEASE PROVIDE 5 YEARS]

Previous Address							
Town		City		County			
Post Code		Country		Dates from		Until	



CHECKLIST

Please make sure you have provided copies of the following documents for us to carry out the necessary checks.

1 Document from list 1

List 1 - Passport, driving licence with counterpart or Birth certificate issued at time of birth

2 Documents from list 2

List 2 - Mortgage statement, credit card statement, Bank statement, P45 or P60 statement or Council Tax statement.
Benefit Statement, Current Utility bill, Work Permit or VISA or EU National ID Card.

After completing this form please submit to the following email address marked private and confidential.

enquiry@crb-check.com

or via post to

CRB-Check.com
Global House
Epsom
Surrey
KT18 5AD

If you have any questions or need help in completing this form please contact us at enquiry@crb-check.com



CONSENT/DECLARATION

I hereby consent to CRB-Check.com who are a subsidiary of UK Employee Checks to carry out a criminal record check. Such information shall be processed by UK Employee Checks in accordance with the Data Protection Act 1998 and shall not be used for any other purposes other than as set out herein.

I declare that all information that I have given in this Consent is true to the best of my knowledge and belief.

Signature Print name Date.....

DATA PROTECTION POLICY

The Data Protection Act 1998 (DPA) gives the individual the right to know what information is held about them. It provides a framework to ensure that personal information is handled properly. Information is any identifiable personal information about an individual such as National Insurance number, address, date of birth, family circumstances, bank details and medical records. In order to comply with the DPA UK Employee Checks adheres to the 8 principles which underpin the Act. Personal information must be:

- Fairly and lawfully processed
- Not kept for longer than is necessary
- Processed for limited purposes
- Processed in line with your rights
- Adequate, relevant and not excessive
- Secure
- Accurate and up to date
- Not transferred to other countries without adequate protection

UK Employee checks is registered under the Data protection Act 1998 under Registration Number Z2839693.



PAYMENT (PLEASE NOTE THE PRICE OF A STANDARD DISCLOSURE IS £49.00)

You can make your secure payment by credit or debit card.

If you would like to pay by cheque please make your cheque payable to “UK Employee Checks Ltd”

All online payments are processed through Paypal for your own security. (You do not need a Paypal account)

Please click on the link below to make your secure payment.

www.crb-check.com/standard-check-payment-page

So we can process your application on the same day we receive it in the post please complete the section below.
(If you are paying by cheque you can skip this section)

Date of payment Paypal reference number

Details of cardholder (If payment is being made by someone other than the applicant)

First Name Surname.....

Email address Telephone number.....