



Applicant Information

Trafford Sports Council's DBS Procedure

The Trafford Sports Council is a registered body which acts as an intermediary between Organisations, Individual applicants and the Disclosure and Barring Service.

After completing an application form you will receive a Disclosure, which you should show to your employer, or designated person in your organisation you will be given the name of the person when you complete your application form.

On obtaining a disclosure you may subscribe to the new Update Service from the DBS. Please read carefully your copy of the **Applicant's Guide** as this tells you how to activate and operate the Update Service.

The Trafford Sports Council will keep a record of your application and date of application for a period of three years.

To ensure all applicants have read and accepted these Trafford Sports Council DBS procedures, please complete the section below, detach and return with your Disclosure Application form to Trafford Sports Council.

**It is important that the Applicant retains this part of the sheet**

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**Please return this part of the sheet with the Disclosure application form**

Applicants name: -----

Tel. no: \_\_\_\_\_

Email: \_\_\_\_\_

Applicant's sports club / organisation -----

I have read, understood and accepted the Trafford Sports Council DBS procedure.

Applicants signature----- Date-----