**Identity Verifier DBS 3C Form**

For use with the electronic DBS application process

*To be completed by the ID verifier in BLOCK CAPITALS:*

**Full name of Applicant (including title and middle names): ……………………………………………………….**

**Please state any previous names (including title, middle names and last names) AND THE DATE THE APPLICANT WAS KNOWN BY THESE NAMES – DAY, MONTH & YEAR.**

**Name: ………………………………………………………. Start Date: …………………. End Date: ……………………**

**Name: ………………………………………………………. Start Date: …………………. End Date: ……………………**

**Parish / Church / Religious Order / Organisation: …………………………………………………………………….**

**All roles the applicant will undertake: ……………………………………………………………………………………**

**Applicant’s email address: ……………………………………………………………………………………………………**

**Applicant’s contact telephone number: ………………………………………………………………………………….**

**Applicant’s Date of Birth: ………………….……………. National Insurance Number: ………………………….**

**Applicant’s current address: …………………………………………………………………………………………………**

**Applicant has lived here since. Please state DAY, MONTH & YEAR. …………………………………………….**

**Previous address(es) if they have lived at their current address for less than 5 years. For dates, please state DAY, MONTH & YEAR**

**Previous Address: Date from: Date to:**

**Please continue on a separate sheet to provide full 5-year history.**

**Documents provided for verification:**

**(Please state the documents you are verifying)**

**Document 1 : ……………………………………………………………………………………………………………**

**Document 2 : ……………………………………………………………………………………………………………**

**Document 3 : ……………………………………………………………………………………………………………**

**Document 4 : ……………………………………………………………………………………………………………**

**Document 5 : ………………………………………………………………………………………………….**

**Please tick to confirm:**

|  |  |
| --- | --- |
| **I confirm that the applicant has provided sufficient evidence / explanation to prove ALL their name changes.** |  |
| **Name change evidence has not been provided. A probing discussion has taken place and is noted below\* (\*Failure to record notes of the reason for insufficient evidence in the ‘Discussion Note’s below will result in the application being rejected. By ticking this box, you are verifying that the information on previous names and dates known by on page 1 is fully complete and verified)** |  |
| **Discussion Notes:** |  |
| **At least one document provided contains a date of birth.** |  |
| **At least one document provided contains a current address.** |  |
| **At least one document provided confirms the applicant’s current full name.** |  |
| **I confirm that I have seen the original identity documents as indicated above and have obtained photocopies.** |  |

**ID Verifier’s Full Name: ……………………………………………………………………………………………….**

**Name of Parish (include town)/Religious Order or Organisation: ……………………………………………**

**Position: …………………………………………………………………………………………………………………**

**Signed: ……………………………………… Date: …………………………………………………………….**

**To be completed by the applicant & HANDSIGNED:**

**I consent to my data being processed online by a secure third-party data processor for the purpose of my DBS application.**

**I understand if I do not consent to an electronic result being issued to the registered body submitting my application that I must not proceed with my application.**

**I understand that to withdraw my consent whilst my application is in progress I must contact the DBS helpline 03000 200 190. My application will then be withdrawn.**

**Name: ……………………………………………………………………………………………………………………**

**Signed: ……………………………………………… Date: ………………………………………………….**