

DBS E-Application ID Verifier Check List

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|----------------------------------|--|---|--|---|--|
| <u>Applicant's Name -</u> | | <u>Applicant's Date of Birth -</u> | | <u>Applicant's E-Reference Number (if known)</u> | |
|----------------------------------|--|---|--|---|--|

Please Note - In order to complete the ID verification section of the RFU's DBS E-Application system you will need to record in the columns below all the required information. By completing this form in full now, it will allow you to enter the document online without delay or further information being required.

| ID Type | Document Group (Group 1 or 2?) | Document Number - e.g. passport number etc. | Date of birth (if applicable) | Document Issue date | Document Expiry date | Address confirmed? |
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| Applicants email address | | | | | | |
| Applicants Username (must be atleast 6 characters - including a number) | | | | | | |
| Applicants password (must be atleast 6 characters - including a number) | | | | | | |
| Applicants security Question/Answer | | | | | | |

IMPORTANT - Once the above information has been entered and accepted onto the RFU's DBS E-Application system - you must destroy this form via a secure method e.g. shredding, pulping etc.