

CRB Disclosure Application - Identity Checklist

Please complete this page and send it to CRBH with every disclosure application.

Name of Applicant -(for the CRB check)

Name of ID checker

Name of Organisation

Form Ref (on top right front page) F002702. ____ . ____ . ____ . ____

Please tick which ID has been used

ID evidence if in doubt check the CRB booklet

If the Passport or Driving Licence or Birth Certificate have been seen then only need TWO others – but if not then you need to see and note details of FIVE that are listed in the CRB list of VALID docs.

The details requested in Section X of the Disclosure Application have to be provided eg for Passport it is 4 bits of information, for a Driving Licence it is 5 bits of information and for a Birth Certificate it is 3 bits. – please check all necessary boxes are completed

What have you used?

Passport

Driving Licence

Birth Certificate

Marriage Certificate

P45 / P60 (under 12 months old)

For the following you must check age; usually limit is to be less than 3 months old but is 12 for others.

Utility Bill

Bank Statement

Statutory letter

TV licence

If others, what?: and :

..... and : and

.....

Section Y – Counter Signatory section ID checkers must NOT put any thing on the form but need to confirm tick the boxes below

Vulnerable Adults? Children? (can be both)

Standard or Enhanced

If a Volunteer