

ID Documents for DBS Application

The Standard and Enhanced disclosure ID criteria is as follows:

One document from Group 1 (see below).

Two other documents from either of the lists below, one of which must contain a proof of address for the applicant.

If the applicant cannot produce a document from Group 1, they must provide the following:

One document from Group 2a at a minimum.

Two other documents from Group 2a or 2b.

DBS service will need to carry out an external ID check to proceed.

GROUP 1 – PRIMARY IDENTITY DOCUMENTS

- Passport (must be valid)
- Biometric Residence Permit (must be valid)
- Driving licence (full or provisional)
- Birth certificate (issued at birth)
- Adoption certificate (UK issued only)

GROUP 2a – TRUSTED GOVERNMENT DOCUMENTS

- Driving licence (full or provisional)
- Paper driving licence (UK issued only)
- Birth certificate (issued after birth)
- Marriage or civil partnership certificate (UK issued only)
- HM Forces ID card (UK issued)
- Firearms licence (UK issued)

GROUP 2b – FINANCIAL AND SOCIAL HISTORY DOCUMENTS

- Bank/building society statement (issued in last 3 months)
- Utility Bill (issued within last 3 months)
- Mortgage statement (issued in last 3 months)
- Credit card statement (issued in last 3 months)
- Statement showing pension, endowment or benefit (in last 3 months)
- P45/P60 (issued in last 12 months)
- Council tax statement (issued in last 12 months)
- EU National ID card (must be valid)
- Government entitlement document (issued in last 3 months)
- Work permit or visa (issued outside UK)
- Letter of sponsorship from a future employer (Non UK applicants)
- Benefit Statement (issued within last 3 months)
- EEA National ID Card (must be valid)
- Letter from your headteacher or school principal (16-19 year olds)
- Cards carrying PASS accreditation logo (issued in UK)
- Irish Passport Card (must be valid)