**Mandatory Information about the Applicant**

|  |  |  |
| --- | --- | --- |
|  |  | **State Source Documents you saw** |
| **Full (all) Names** |  |  |
| **Date of Birth** | DD/MMM/YYYY |  |
| **Address** |  |  |
| **Post Code** |  |  |
| **email** |  | N/A |
| **Photographic ID** |  |  |
| **Role in Parish** |  | N/A |
| **Workforces** | Child Adult Child and Adult | Mark as required |
| **Work From Home** | No Yes This is required for all clergy and those working towards ordination training and the shared discernment process | Mark as required |
| **Barring Checks Needed** | |  |  |  |  | | --- | --- | --- | --- | | Child | Yes | Adult | Yes | | No | No | | Mark as required |
| **Parish & Church** |  | N/A |
| **Paid Role** | No Yes | Mark as required |

**Optional Information about the Applicant**

|  |  |  |
| --- | --- | --- |
|  |  | **State Source Document you saw** |
| **Driving Licence Number** | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **L** | **L** | **L** | **L** | **L/N** | **N** | **N** | **N** | **N** | **N** | **N** | **L** | **L/N** | **N** | **L** | **L** | | **Photocard/Paper** |
| **Driving Licence Issue date** | DD/MMM/YYYY |  |
| **Passport Number** | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **N** | **N** | **N** | **N** | **N** | **N** | **N** | **N** | **N** | |  |
| **Passport Issue date** | DD/MMM/YYYY |  |
| **National Insurance Number** | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **L** | **L** | **N** | **N** | **N** | **N** | **N** | **N** | **L** | |  |

**Other Documents Seen**

|  |
| --- |
|  |

I confirm that

* I have seen and clearly identified above the three original documents (not photocopies or printouts).
* These documents are all in the applicant’s name, at least one has the applicants Date of Birth.
* At least two documents show the applicant’s current address.
* All documents are recent and valid.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return this completed form to your PSO or Parish DBS administrator,**

**where possible with the completed Confidential Declaration Form**

This information is collected for validation of identity per UK government requirements for DBS applications. Once the

application is completed or the form no longer valid Derby Diocese dispose of the document in a secure manner