FA DBS New/Additional Verifier Form

To add a new verifier to the First Advantage DBS Online Disclosures service please provide us with the details requested below. This information will be validated against County FA records. The new verifier will be responsible for ID verification for the purpose of the DBS application. The email address is required to access the online service. If your email address changes please Complete a new FA DBS New Verifier Form& return to [faverifiers@fadv.com](mailto:faverifiers@fadv.com)

**Add New/Change Verifier – Please select**

|  |  |  |
| --- | --- | --- |
| **I want to add a new Verifier** | ☐ | **New Verifier E-mail Address** |
| **I want to remove an existing**  **verifier** | ☐ | **Verifier E-mail Address to remove** |

**New verifier email Tel and Role to be added**

|  |  |
| --- | --- |
| **Club name**  **(as recorded by County FA )** |  |
| **Club PIN in OnlineDisclosures** |  |

**Detail of Club Welfare Officer or Official submitting this request**

|  |  |
| --- | --- |
| **CWO/Officials name** |  |
| **Email address (used for all future**  **correspondence relating to**  **online applications)** |  |
| **Telephone number (daytime)** |  |

**Club Details**

|  |  |
| --- | --- |
| **County FA** |  |
| **Organisation ID (as detailed**  **within Cub Portal)** |  |

**Getting Started**

Once the above information is validated you will receive an activation email to commence the process. Full guidance is available at [https://fadv.onlinedisclosures.co.uk](https://fadv.onlinedisclosures.co.uk/)