

Please note: To apply online you will need an email address and access to a printer.

To register to commence your application go to www.gbg.onlinedisclosures.co.uk and select REGISTER from the login screen and enter the information requested, including:

Org PIN **117441**

Org name **Football Governance and Regulation Division**

Secret Word **Minors**

Once registered you can then LOGIN using the above organisation PIN, your email address and password you created as part of the registration process and commence your online DBS application:

- 1 Complete personal details online
- 2 Select Identity Documents (ID) for verification using the online help tool
- 3 Print off the ID Verification Form
- 4 Take chosen original ID to be verified at a participating Crown Post Office. [CLICK HERE](#) and select **CRB & ID Verification Service** from the drop down list to locate Post Offices currently offering the CRB & ID Verification Service. Please note: not all Post Offices offer this service
- 5 Pay for the DBS application and ID verification at the Post Office (currently £60.00)

What happens next?

Your application will be checked by GB Group before submission to the Disclosure and Barring Service (DBS) for further processing. Upon completion, the DBS will issue a copy of the DBS Disclosure to you direct. You will be required to provide an electronic copy of the DBS Disclosure to The FA when applying to work in relation to Minors.

What if I am not living in England or Wales?

If you are not domiciled in England or Wales, you will need to provide The FA with the equivalent of a DBS issued by an official body of your country of residence. Please visit <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> for instructions on how to apply for this disclosure. If your country of residence is not listed on this page, please contact The FA's Financial Regulation team.