



FA DBS New Club/Verifier Form

This form is used to manage the verifiers in the First Advantage DBS Online Disclosures service for your club. To eliminate any delays in processing, please complete each section of the form. The information will be validated against County FA records.

Verifiers are responsible for checking and processing ID verification for the purpose of the DBS applications.

Please submit the completed form to faverifiers@fadv.com for processing.

Club/New Club Details

Club name (as recorded by County FA):

Club PIN in Online Disclosures (If you're a new club, leave blank):

**Please contact your County FA if you are already registered with FADV for Online Disclosures but do not know your club's PIN.*

Detail of Club Welfare Officer or Official submitting this request.

CWO/Officials name:

Email address:

Telephone number (daytime):

Verifier Information and Main Contact Details

Email address is required.

Add Remove Update existing details Make Main Contact *(please tick all that apply)*

Name:

Email Address:

Telephone Number:

Add Remove Update existing details

Name:

Email Address:

Telephone Number:

Add Remove Update existing details

Name:

Email Address:

Telephone Number:

Once the above information is validated, new verifiers will receive an activation email to access the system. The activation link must be accessed within 48 hours. If not accessed within 48 hours, the verifier would need to request a new link by emailing faverifiers@fadv.com.

Full guidance is available at <https://fadv.onlinedisclosures.co.uk>
