

# Request a basic DBS check

Apply for a basic Disclosure and Barring Service (DBS) check to get a copy of your criminal record. This is called 'basic disclosure'. It costs £18. It's available for people working in England and Wales.

This guide is also available in [Welsh \(Cymraeg\) \(/gwneud-cais-copi-cofnod-troseddol\)](#).

You can also get a basic DBS check if you live in Northern Ireland or Scotland but the job you're applying for is in England or Wales.

There's a different way to apply if you're [applying for a job in Northern Ireland \(https://www.nidirect.gov.uk/campaigns/accessni-criminal-record-checks\)](#) or [applying for a job in Scotland \(https://www.mygov.scot/basic-disclosure/apply-for-basic-disclosure/\)](#).

The check will only show convictions that are not 'spent', for example some types of caution will disappear after 3 months.

It usually takes up to 14 days for you to receive your certificate.

You must be 16 or over to apply.

## What you'll need

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### Related content

[Criminal record checks when you apply for a role \(/criminal-record-checks-apply-role\)](#)

[Find out which DBS check is right for your employee \(/find-out-dbs-check\)](#)

[Get a copy of your police records \(/copy-of-police-records\)](#)

To use this service, you'll need to prove your identity using GOV.UK One Login. You'll be able to create a GOV.UK One Login if you do not already have one.

You'll need to provide addresses for the last 5 years (including the dates you lived at each address), and if you have them your:

- passport
- driving licence (full or provisional)
- National Insurance number

## Apply

The service is available from 8am to 11:30pm.

[Start now](#)

## Before you start

Find out if you need a basic DBS check ([/find-out-dbs-check](#)) or ask your employer if you're not sure.

## Transgender applicants

You can [request to not reveal details of your previous identity \(/guidance/transgender-applications\)](#) if you're a transgender applicant.

## Other ways to apply

You can also choose to apply through other companies. DBS has a [list of companies \(/guidance/responsible-organisations\)](#) you can apply through.

## If you need to contact DBS

DBS helpline: 03000 200 190 (select option 2 and then press 1)

Minicom: 03000 200 192

Welsh: 03000 200 191

International: +44 (0)151 676 9390

Monday to Friday, 8am to 6pm (except public holidays)

Saturday, 10am to 5pm

[Find out about call charges \(/call-charges\)](#)

[Get help through DBS webchat](#)

[\(<https://cdn.synthetix.com/FAQTAGENT-DBS-LIVE/index.html>\)](https://cdn.synthetix.com/FAQTAGENT-DBS-LIVE/index.html)

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**Explore the topic**

**[Finding a job \(/browse/working/finding-job\)](#)**

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